

J-1 Scholar/Researcher – Request for DS-2019

Form J1SCHLR

To be completed by visiting scholar

EMU has the permission to host an international Research Scholar or Professor for a minimum of 3 weeks up to a maximum of 5 years. This request form is to be completed by a visiting scholar. It is extremely important that a visiting scholar fully understands the following federal regulations. The Office of International Students (OIS) must have all required information to process the DS-2019. All supporting documents **MUST** accompany the request.

- The Processing time for DS-2019 requests is 7 – 10 business days
- Complete requests **MUST** be received a **minimum of 8 weeks** prior to the anticipated arrival date
- Incomplete applications will be returned to the host department

Supporting Documents that **MUST** accompany this form include:

- Invitation Letter from host department or College** with detail about the research study, photocopy
- Résumé** or CV of Visitor (validate eligibility)
- Proof of Funding**, if funded other than by EMU
- Passport Identity Page**, photocopy
- Passport Identify Page for all dependents requiring a DS-2019, photocopy
- Federally mandate English language proficiency [22 CFR 62.10(a)(2)]: an official English language test score, or an oral interview report from the ESL Program at EMU (see below)****

Exchange Categories Available: EMU is authorized to host non-US scholars who are engaged in research or teaching for up to 5 years. The 12 & 24-month bars, & 212(e) Home Stay Requirement may apply.

- Research Scholar – An individual who is primarily participating in a research project.
- Professor – An individual whose primary purpose is teaching; may also conduct research project.

****English Language Skills:** The host department must provide validation that a scholar has **sufficient English proficiency** to undertake the program. This validation can be in the form of an official English language test score (iBT, IELTS, PTE, MELAB), or an “Oral Interview Report of English Proficiency” (from the EMU ESL Program).

Funding Requirements: Minimum funding requirements are:

- J-1 Living Expenses: \$18,000/yr (\$1500/month)
- J-2 Spouse Living Expenses: \$5,000/yr
- J-2 child Living Expenses, under 21 years of age: \$3,000/year for EACH child

Insurance Requirements: Federal regulations require that all J-1 and J-2 visa holders carry health insurance **during their entire stay in the USA**. The **EMU offered policy** fulfills this requirements. The scholar will be given an enrollment form at immigration check-in when they arrive on campus. Coverage can be arranged with the University Health Services. Details of 22 C.F.R. § 62.14 Mandatory Health Insurance for Exchange Visitors regulations are attached to this request.

Assistance: The host department is responsible to assist the scholar with arrival and departure transportation, and housing arrangement.

Initial Visit: Upon arrival, each scholar is required to make arrangement to meet with an OIS advisor to process SEVIS check-in.

Note: *If a scholar is unable to come on the arrival date listed on the DS-2019, the host department must inform the OIS to defer the program. The record will be invalid in 30 days of the program start date; it is critical to update the record.*

J-1 Researcher Request – to be completed by the Visitor

Purpose of Request:

- Initial DS-2019 request
- Transfer to EMU from another US Institution

Name of US Institution:	Transfer in Date:
Contact Person:	Phone Number:

Have you been in J-1 or J-2 status sometime within the past 5 years?

No Yes - when: _____ **Category:** _____

If yes, copies of their DS-2019 must be attached with this request)

Note: if you have visited the U.S. on J-1 Research Scholar or Professor Category within the last 2 years, a new Research Scholar program may not be possible.

Name must be exactly as it appears on your Passport; please print clearly or type information

First Name:	Family Name	Middle Name:
Male <input type="checkbox"/> Female <input type="checkbox"/>	Birth Date: Month Day Year	
City of Birth:	Country of Birth:	
Country of Citizenship:	Country of Legal Permanent Residence	
Last Position in Home Country: <input type="checkbox"/> Bachelor's Student <input type="checkbox"/> Master's or Ph.D. Student <input type="checkbox"/> Employee		
If Employee, Job Title:		
Marital Status: <input type="checkbox"/> Yes <input type="checkbox"/> No	Children: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Mailing Address:	Telephone Number: _____	
	Email Address: _____	

Family Members who will accompany the Scholar:

Name, exactly as on passport: First, Middle, Last,	Gender M/F	Date of Birth (mm/dd/yyyy)	City & Country of Birth	Country of Legal Permanent Residence	Country of Citizenship
Spouse:					
Child:					
Child:					
Child:					
Child:					

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22 C.F.R. § 62.14 Mandatory Health Insurance for Exchange Visitors

(a) Sponsors shall require each exchange visitor to have insurance in effect which covers the exchange visitor for sickness or accident during the period of time that an exchange visitor participates in the sponsor's exchange visitor program.

Minimum coverage shall provide:

- (1) **medical benefits** of at least \$100,000 per accident or illness;
- (2) **repatriation of remains** in the amount of \$25,000;
- (3) expenses associated with **medical evacuation** of the exchange visitor to his or her home country in the amount of \$50,000; and
- (4) a **deductible** not to exceed \$500 per accident or illness.

(b) An insurance policy secured to fulfill the requirements of this section:

- (1) may require a **waiting period for pre-existing conditions** which is reasonable as determined by current industry standards;
- (2) may include provision for **co-insurance** under the terms of which the exchange visitor may be required to pay up to 25 percent of the covered benefits per accident or illness; and
- (3) shall not unreasonably exclude coverage for perils inherent to the activities of the exchange program in which the exchange visitor participates.

(c) Any policy plan or contract secured to fulfill the above requirements must, at minimum, be:

- (1) Underwritten by an insurance corporation having an A.M. Best rating of "A-" or above, an Insurance Solvency International, Ltd. (ISI) rating of "A-" or above, a Standard and Poor's Claims-paying Ability rating of "A" or above, a Weiss Research, Inc. rating of B+ or above, or such other rating service as the Agency may from time to time specify; or
- (2) Backed by the full faith and credit of the government of the exchange visitor's home country; or
- (3) Part of a health benefits program offered on a group basis to employees or enrolled students by a designated sponsor; or
- (4) Offered through or underwritten by a federally qualified Health Maintenance Organization (HMO) or eligible Competitive Medical Plan (CMP) as determined by the Health Care Financing Administration of the U.S. Department of Health and Human Services.

(d) Federal, state or local government agencies, state colleges and universities, and public community colleges may, if permitted by law, self-insure any or all of the above-required insurance coverage.

(e) At the request of a non-governmental sponsor of an exchange visitor program, and upon a showing that such sponsor has funds readily available and under its control sufficient to meet the requirements of this section, the Agency may permit the sponsor to self-insure or to accept full financial responsibility for such requirements.

(f) The Agency, in its sole discretion, may condition its approval of self-insurance or the acceptance of full financial responsibility by the non-governmental sponsor by requiring such sponsor to secure a payment bond in favor of the Agency guaranteeing the sponsor's obligations hereunder.

(g) **An accompanying spouse or dependent of an exchange visitor is required to be covered by insurance in the same amounts [as the principal].**

Sponsors shall inform exchange visitors of this requirement, in writing, in advance of the exchange visitor's arrival in the United States.

(h) An exchange visitor who **willfully fails to maintain** the insurance coverage set forth above while a participant in an exchange visitor program or who makes a material misrepresentation to the sponsor concerning such coverage shall be deemed to be in violation of these regulations and shall be subject to termination as a participant.

(i) A sponsor shall terminate an exchange visitor's participation in its program if the sponsor determines that the exchange visitor or any accompanying spouse or dependent willfully fails to remain in compliance with insurance requirements.

