

# INTERNATIONAL STUDENT & SCHOLAR SERVICES

University of Connecticut ☎ 2011 Hillside Road, Unit 1083; Storrs, CT 06269 ☎ Phone: 860-486-3855 ☎ Fax: 860-486-5800  
☎ Web: <http://www.issu.uconn.edu>

## SUMMARY OF THE **J-1 VISITING SCHOLAR REGULATIONS** **-How to Maintain your J-1 Status-**

J visa holders are responsible for learning, understanding, and complying with U.S. federal laws and regulations governing the J visa. Failure to do so will violate the J-1 visiting scholar's legal status in the U.S. As a J-1 exchange visitor, your responsibilities include, but are not limited, to knowing 22 C.F.R. § 62. Please be aware that J visa regulations are governed by the U.S. Department of State.

### **SEVIS (Student and Exchange Visitor Information System)**

SEVIS is the government database which houses all information related to F student and J exchange visitor visas. The Form DS-2019 is unique to each J-1 visiting scholar and each J-1 visiting scholar's SEVIS ID number appears on this form. The J-1 visiting scholar is required to read page 2 and sign the bottom of page 1 of the Form DS-2019. By signing, the J-1 visiting scholar is agreeing to abide by all the J-1 rules and regulations associated with being on a J-1 visiting scholar visa.

The Form DS-2019 is issued to you by the Exchange Visitor Program sponsor, which can be identified on item 2 of the form. You are a University of Connecticut (UConn) sponsored J-1 visiting scholar and expected to follow UConn's university policies as well. The Form DS-2019 shows the J-1 visiting scholar's exchange visitor program information including the academic field, program objective, and expected program start date and end date as well as financial information. Your J-1 legal status ends on the completion date indicated on item #3 of the Form DS-2019 or when you complete/terminate the program objective, whichever comes first.

Before *ANY* changes occur on any items on the Form DS-2019 (i.e. change of funds, program objective (e.g. change of research area, program end date/extension, etc), the J-1 visiting scholar must contact an International Advisor at International Student and Scholar Services (ISSS) with the updated information and confirm if the changes are acceptable pursuant to J visiting scholar regulations.

### **PASSPORT VALIDITY**

All J-1 scholars must hold a passport while in the U.S. The passport must be valid for at least six months into the future at all times while in the U.S.. If the passport does not meet the validity requirements, the student is considered in violation of his/her immigration status.

### **I-94/ARRIVAL & DEPARTURE RECORD**

You will receive an entry stamp in your passport at the airport or sea landing upon arrival in the U.S. The entry stamp shows where and when you legally entered the U.S. as well as your visa status and the expiration date (it should read J-1, D/S). You may confirm your admission record online at <http://www.cbp.gov/i94> and retrieve your electronic Form I-94/Arrival Record. If you enter the U.S. through a land border with either Canada or Mexico, you will receive a paper Form I-94, which is a small white card annotated as J-1, D/S. If you find that your entry stamp and/or paper or electronic Form I-94 is annotated other than J-1 (J-2 for dependents) and D/S, please bring it to the attention of an International Advisor at ISSS as soon as possible.

The entry stamp and I-94 (including a print-out of electronic I-94) are the only documents that can prove your legal status in the U.S. It is an important document, and therefore you are expected to keep it safe. The above mentioned admission record database will erase your admission record upon your departure; therefore it is important that you print out your admission record for your file as soon as you arrive in the U.S. If you lose or damage the paper I-94 arrival/departure card, you must apply to the U.S. Citizenship and Immigration Services (USCIS) for an I-94 replacement card. This carries an application fee. The application form for the I-94 replacement is **Form I-102**. See an ISSS advisor and visit [www.uscis.gov](http://www.uscis.gov) for more information about the I-102 application.

### **DURATION OF STATUS (D/S) & 30-DAY GRACE PERIOD**

Duration of Status (D/S) means the period during which the visiting scholar is pursuing a program objective (plus a 30-day grace period). This means that you can stay in the U.S. until the 30<sup>th</sup> day after the program end date your DS-2019 indicates, or the date that you complete/end your program objective, whichever comes earlier. If you withdraw from the J-1 exchange program, you must consult with an International Advisor at ISSS about your situation before withdrawal and to confirm if you are eligible for the grace period. Once the J-1 exchange visitor leaves the U.S. during the 30-day grace period after his/her program completion/withdrawal date, his/her J-1 status becomes invalid. You must depart the U.S. by the 30-day grace period end date unless you have applied for a change of visa status with U.S. Citizenship and Immigration Service. There are no exceptions and work authorization is not permitted during this time.

As a J-1 visiting scholar, you will not be eligible for any grace period if you violate your J-1 status and your J-1 SEVIS record is terminated.

### **VISA**

As a J-1 visiting scholar, you must have a valid J-1 visa page in your passport at the time of entry/re-entry to the U.S. If your visa does not indicate multiple entries, you must apply for a new J-1 visa at a U.S. embassy/consulate abroad every time you travel outside the U.S. The visa cannot be obtained or renewed within the U.S. If the visa page expires while you are in the U.S., there is no problem as long as you maintain your legal J-1 status by complying with all J regulations.

### **APPLYING FOR AN EXTENSION PRIOR TO THE DS-2019 EXPIRATION DATE**

J-1 visiting scholar must apply for an extension **BEFORE** their Form DS-2019 expires if they need more time to complete their program objective at UConn. Please complete **“Program Extension for J-1 Visiting Scholars (ISSS 915)”** and submit it to ISSS with the required documents for authorization. If your extension request can be authorized pursuant to J regulations and you can show sufficient funding for the duration of extension, the International Advisor at ISSS will issue you an extended Form DS-2019.

### **REPORT CHANGES IN PROGRAM OBJECTIVE TO ISSS**

J-1 visiting scholar must notify an International Advisor at ISSS whenever there is a change in their program objective **BEFORE** it happens. Please note that a program objective change, including changes to a research area, position title, site of activity etc.), is often very restricted by J-1 regulations and thorough assessment must be conducted by the International Advisor at ISSS to determine whether it can be authorized or not. If approved, in some cases, the International Advisor will issue a new Form DS-2019 reflecting the change.

### **REPORT YOUR ADDRESS CHANGE**

U.S. immigration regulations require all non-immigrants in the U.S. to notify USCIS of their **physical residence address (not P.O. Box, or departmental address)**. J-1 visiting scholars are required to update ISSS **within 10 days of their permanent move**. Failure to report your address to ISSS will result in a violation of J-1 status. Please complete and submit to ISSS **“Address Change Request Form (ISSS 156)”**.

### **MAINTAIN ADEQUATE HEALTH INSURANCE**

Pursuant to 22 CFR § 62.14, J visa holders must maintain adequate health insurance for themselves and any dependents in J-2 status throughout their stay in the U.S. Please see page 2 of your DS-2019 section (f), which explains the mandatory insurance amounts and coverage. You must also read and sign **“J-1/J-2 Exchange Visitor Medical Insurance Requirements (ISSS 224)”** and submit it to ISSS. Failure to maintain required insurance coverage will result in termination of your legal J-1 status.

You are required to prove that you and your dependent(s) possess the valid required insurance coverage whenever requested by ISSS.

## **TRAVEL ABROAD**

J-1 exchange visitor are allowed to travel outside of the U.S. during their period of stay at UConn, but they *must get a travel signature* from an International Advisor at ISSS before leaving. Travel signatures are issued on page 1 of the Form DS-2019. J-1 exchange visitor must always carry their Form DS-2019 while traveling. For more information on travel requirements, visit <http://global.uconn.edu/about/immigration-services/forms/travel-questions/>.

J-1 exchange visitor are also required to report to ISSS their plans being abroad every time he/she travels. For this reporting, please use “**J-1 Professor/Research Scholar’s Travel Abroad Out-of-Country Request (ISSS 229)**”.

Please note that your time away from the U.S. may only be up to 30 days while you are in the active exchange visitor program. Only J-1 scholars who will conduct activities for UConn in a foreign country will be eligible for more than 30 days of out-of-country time and his/her activity overseas must be reported to SEVIS.

## **RECEIVE TRANSFER AUTHORIZATION PRIOR TO LEAVING UCONN**

J-1 visiting scholar must receive authorization from his/her hosting academic department and an International Advisor at ISSS before transferring from UConn to another program sponsor. Please consult with the International Advisor before accepting any offer to transfer to another institution/organization.

## **REPORT DEPARTURE DATE AND REASON TO ISSS**

When you depart from UConn either earlier than your DS-2019 program end date or upon completion of your exchange visitor program, please inform an International Advisor at ISSS. Please complete “**International Student/Scholar - Departure Notice (ISSS 912)**”. The form can be downloaded at [http://global.uconn.edu/files/2013/04/IS\\_912\\_Departure\\_Notice\\_Fillable.pdf](http://global.uconn.edu/files/2013/04/IS_912_Departure_Notice_Fillable.pdf).

## **J-2 DEPENDENTS**

Spouse and minor children (under the age of 21) in J-2 status may study, full-time or part-time, during their stay in the United States. The spouse may apply for work permission with the U.S. Citizenship and Immigration Services after living in the United States for at least three months. Please make an appointment with an International Adviser to find out more information.

### **Requirements for J-1 Visiting Scholars in the Short-Term Scholar Category Only**

*Note: to identify your category as a J-1 visiting scholar, see item #4 on your DS-2019.*

#### **Allowed Employment for J-1 Short-Term Scholars**

1. J-1 visiting scholars in the Short-Term Scholar category are permitted to receive compensation (if applicable) by participating in activities stated only on their DS-2019.
2. J-1 visiting scholars in the Professors/Research Scholar category may accept additional employment **ONLY IF they obtain prior written authorization** from the International Advisor at ISSS.

“Additional employment” is defined as participation in occasional lectures and short-term consultations. Such lectures and consultations must be incidental to the visiting scholar’s primary program activities. Additional employment must meet the following conditions:

- (i) Be directly related to the objectives of the visiting scholar’s program;
- (ii) Site of activity for “additional employment” must have a certain relationship/agreement with UConn
- (iii) Be incidental to the exchange visitor's primary program activities;
- (iv) Not delay the completion date of the visitor's program; and
- (v) Be documented in SEVIS.

If the J-1 visiting scholar receives wages or other remuneration for such activities, he/she must act as an independent contractor as such term is defined in 8 C.F.R. § 274a.1(j).

**Requirements for J-1 Visiting Scholars in the Professor/Research Scholar Category Only**

*Note: to identify your category as a J-1 visiting scholar, see item #4 on your DS-2019.*

**Teaching Activity vs. Research Activity**

If the following modification happens to the existing J-1 visiting scholar's program objective, the J-1 visiting scholar must report it to the International Advisor at ISSS **BEFORE** it becomes effective.

- You are in the Professor category but will start conducting research activities, or
- You are in the Research Scholar category but will start teaching a course.

**Allowed Employment for J-1 Professors/Research Scholars**

2. J-1 visiting scholars in the Professors/Research Scholar category are permitted to receive compensation (if applicable) by participating in activities stated only on their DS-2019.

3. J-1 visiting scholars in the Professors/Research Scholar category may accept additional employment **ONLY IF they obtain prior written authorization** from an International Advisor at ISSS.

“Additional employment” is defined as participation in occasional lectures and short-term consultations. Such lectures and consultations must be incidental to the visiting scholar's primary program activities. Additional employment must meet the following conditions:

- (i) Be directly related to the objectives of the visiting scholar's program;
- (ii) Site of activity for “additional employment” must have a certain relationship/agreement with UConn
- (iii) Be incidental to the exchange visitor's primary program activities;
- (iv) Not delay the completion date of the visitor's program; and
- (v) Be documented in SEVIS.

If the J-1 visiting scholar receives wages or other remuneration for such activities, he/she must act as an independent contractor as such term is defined in 8 C.F.R. § 274a.1(j).

Both Short-Term Scholar and Research Scholar/Professor category participants are not allowed to pursue study in the U.S./at UConn. If your research requires taking course(s), please consult with an International Advisor at ISSS to confirm your study eligibility.

***Should any questions arise during your stay at UConn, please consult with ISSS. Please plan ahead when submitting your requests to ISSS. ISSS request processing time is approximately two weeks after receiving a complete request.***

**This section is for J visiting scholar who did not attend the mandatory orientation for new J-1 visiting scholars. If applicable, please complete and return this signed page to ISSS either by email, by fax, or by mail. Failure to return your signature results a hold placement in your record that will prevent you from accessing University services:**

**University of Connecticut  
International Student & Scholar Services  
2011 Hillside Road, Unit 1083, Storrs, CT 06269-1083  
Tel.: 860-486-3855 Fax: 860-486-5800**

I certify that I have thoroughly read “**Summary of the J-1 Visiting Scholar Regulations (ISSS 230)**” and understand its content.

Name: \_\_\_\_\_  
(print your name)

Signature \_\_\_\_\_

Date \_\_\_\_\_