



Yeshiva University

## Yeshiva University

### Office of International Students and Scholars – Manhattan Campuses

#### Inviting a Visiting Research Scholar or Visiting Professor on a J-1 Visa

At least 4 months in advance of the expected date of arrival, the *Sponsor* (faculty host) must complete a **"Request for J-1 Visa Form"** and scan it to the [OISS](#) with the following documents:

- Appointment letter
- Copy of the Research Scholar or Professor's curriculum vitae
- Copy of passport photo page
- **Self-funded visitors:** proof of financial support
- **Exchange Visitors transferring** to YU from another institution inside the U.S. should also send proof of their current status, e.g., DS-2019, I-94, and visa.

Upon receipt of this information, the OISS will prepare the **J-1 (DS-2019 Form)** and mail it to the Exchange Visitor, along with the letter of instruction for the Research Scholar to [apply for the J-1 Visa at the United States Consulate abroad](#).

For questions please contact:

Jennifer Golden, International Student and Scholar Advisor  
Yeshiva University's Manhattan Campuses  
[Jgolden1@yu.edu](mailto:Jgolden1@yu.edu) or 646-592-4203

\*Applications may be sent electronically to [oiss@yu.edu](mailto:oiss@yu.edu)

## Request for J-1 DS-2019 for Academic Appointments

Please check one: \_\_\_New Appointment \_\_\_Extension \_\_\_Transfer from Another J-1 Program within the U.S.

### 1. PERSONAL INFORMATION

\_\_\_\_\_  
Last (Family Name) First Name Middle Name  
Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
(MM/DD/YYYY) City and Country  
Citizenship: \_\_\_\_\_ Legal Permanent Resident: \_\_\_\_\_  
Country Country  
J-1's Email address: \_\_\_\_\_  
Position in Home Country: \_\_\_\_\_ Institution: \_\_\_\_\_

Is this person currently in the U.S.? \_\_\_Yes \_\_\_No

If yes, what is their immigration status? \_\_\_\_\_

If J-1, what is the current J-1 category (i.e., Student, Professor, Short-Term) \_\_\_\_\_  
(Current J's must provide copies of all previously issued DS-2019 forms)

**If NOT inside the U.S.:** has this person been in J-1 status in the U.S. within the past two years?

If yes, please list the dates, (J category (i.e., Student, Professor, Short-Term) and length of time), within the past two years.

If none, enter "none" **DO NOT LEAVE THIS QUESTION BLANK.** \_\_\_\_\_

### 2. APPOINTMENT INFORMATION

Appointment: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Description of primary activity at Yeshiva University and where this activity will take place (campus): \_\_\_\_\_

### 3. FINANCIAL SUPPORT:

Indicate total amount and source of financial support for the entire appointment period listed above. Exchange Visitors must document a minimum of \$30,000 per year (\$2,500 per month) plus the cost of health insurance.

Yeshiva University: \$ \_\_\_\_\_

YU Affiliate: \$ \_\_\_\_\_

Other Organizations: \$ \_\_\_\_\_

Personal Funds: \$ \_\_\_\_\_

**Total Financial Support:** \$ \_\_\_\_\_

### 4. MEDICAL INSURANCE

Program participants and their dependents are required to have medical insurance coverage with the following minimum benefits [22 CFR 62.14].

- Medical benefits of **at least** \$100,000 per accident or illness
- Repatriation of remains in the amount of \$25,000
- Expenses associated with the medical evacuation of the exchange visitor to his or her home country in the amount of \$50,000
- A deductible not to exceed \$500 per accident or illness.

**Insurance will be provided by:** (provide documentation if other than Yeshiva University)

- Yeshiva University Medical Insurance
- Home Government
- Exchange Visitor Personal Coverage

### 5. ENGLISH LANGUAGE PROFICIENCY

All J-1 Exchange Visitors (EVs) are required to demonstrate sufficient English proficiency, as determined by an objective measure of English Language proficiency, to participate successfully in his or her program and function on a day-to-day basis. [22CFR 62.10(a)(2)]. The Faculty Sponsor must verify and retain evidence of English language ability by one of the following methods (check your chosen method and retain backup documentation):

- Recognized English language test
- Signed documentation from an academic institution or language school
- Documented interview conducted by the faculty sponsor either in person or by videoconferencing (skype) or by telephone, if videoconferencing is not available

I verify that (EVs name) \_\_\_\_\_ has sufficient English language skills to participate in his/her J-1 program and function on a day-to-day basis in the U.S.

Faculty Sponsor Name/Department \_\_\_\_\_

Signature and date \_\_\_\_\_

### 6. DEPENDENT INFORMATION: Will family members accompany the Exchange Visitor? \_\_\_ Yes \_\_\_ No

If yes, complete below (use additional paper if necessary) and attach passport for each dependent.

Family Name	First Name	Relationship	Citizenship	Date of Birth Month/Day/Year	Place of Birth City & Country

### 7. DS-2019 Mailing Address

Complete Name:	
Street 1	
Street 2	
City, State, Province	
Postal Code, Country:	
Phone (for FedEx)	
Email (for Fedex)	

**Hold for pick-up by:** Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Complete this form and return it along with a copy of the Exchange Visitor's: Appointment Letter, Curriculum Vitae, Passport and Proof of Financial Support (if self funded). The application may be scanned to [oiss@yu.edu](mailto:oiss@yu.edu) or mail to OISS, Furst Hall, 114A.

Dean's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Faculty Sponsor Name/Department: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_