



Application for J-1 Visiting Scholar/ Professor

OVERVIEW OF J-1 VISA

The J-1 category is for persons who are coming to the U.S. for a short-term program in a variety of different areas. The University of Mississippi authorizes documents for professors, research scholars, specialists, and students. The SEVIS DS-2019 is the document issued by the Office of International Programs (OIP) to any person approved by the University of Mississippi for a J-1 program. The Application for J-1 Visiting Scholar form is for applicants in all J-1 categories other than student.

It is important to note that the J-program is a temporary program and that J-Visa holders should have no immigrant intent. This visa category should not be used by departments or internationals for permanent employment positions or to seek Permanent Residency in the United States.

The J Exchange Visitor classification authorized by I.N.A. § 101(a)(15)(J) was developed to implement the Mutual Educational and Cultural Exchange Act (Fulbright-Hayes Act) of 1961 [Public Law 87-256, as amended, 22 U.S.C. § 2451, et seq.]. The overall purpose of that Act and the objective of the Exchange Visitor classification is “to increase mutual understanding between the people of the United States and the people of other countries by means of educational and cultural exchanges.” The Department of State issues J-Visas and establishes and administers the federal regulations and policies governing the J Exchange Visitor Program.

ELIGIBILITY REQUIREMENTS FOR ALL J-1 EXCHANGE VISITORS

There are a few basic requirements for all J-1 Exchange Visitors:

- 1) Intent to pursue appropriate activity (such as research or teaching)
- 2) Intent to return to home country (as determined by consular officer)
- 3) Sufficient funding for program
- 4) Appropriate background for program activity (i.e. the J-1 Visitor meets appropriate degree requirements)
- 5) Adequate English proficiency (as determined by the host department; International Programs suggests the TOEFL or IELTS exams, but departments are expected to at least conduct a review of written and oral skills)

LIMITATIONS – DURATION OF STAY AND EMPLOYMENT

Professor/Research Scholar

- Limited to a maximum stay of 5 years to engage in research and/or teaching
- J-1 Professors may **NOT** hold or be candidates for tenure
- Must have a specific objective sponsored by the University of Mississippi, such as to conduct research, teach, give lectures or workshops, or offer consultation
- 12-month bar- The 12-month bar prevents someone from becoming a J-1 Professor/ Research Scholar for 12 months following *any* previous J participation (including J-2 dependent status) unless the person is transferring to the University of Mississippi's program from another J-1 sponsor, or if the person's presence in the US on a J program was less than six months, or if the person's presence was as a J-1 Short-Term Scholar.
- 24-month bar for repeat Professor/Research Scholar participation- The 24 month bar requires that there be a period of at least 24 months between each stay as a J-1 Professor or J-1 Research Scholar. The 24-month bar is not the same as the 212(e) Rule, also known as the 2-year home residency requirement.

Short-Term Scholar

- Limited strictly to 6 months; Short-Term Scholars may not extend stay beyond 6 months
- 12-month and 24-month bars do not apply to persons who enter in Short-Term Scholar status and wish to return in J-1 Professor/Research Scholar category

Specialist

- Limited to visits of up to 12 months
- J-1 Specialist may not fill a permanent or long-term position of employment in the U.S.



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APPLICATION STEPS

Step 1: The Applicant

- Complete Sections 1 and 2 of the Application for J-1 Visiting Scholar/ Professor and sign the statement at the end of Section 2.
If the Scholar will be supported by personal funding or by funding from an institute or organization other than the University of Mississippi, also complete Section 3 and include any necessary financial documentation.
Submit all applicable forms to the hosting department.

Step 2: The Department

- Complete Sections 3 and 4 and submit the entire Application for J-1 Visiting Scholar/Professor (Sections 1, 2, 3, and 4) along with any accompanying financial documentation to the Office of International Programs.
Write a letter of support for any incoming J-1 Research Scholar or Professor, which will be used by the J-1 Applicant during his/her J-1 Visa interview. A sample support letter is included with this application packet.
Arrange for shipment of the visa processed visa documents in conjunction with OIP.
Process the Form 1 with Human Resources for any incoming J-1 Scholar or Professor. All J-1 Scholars and Professors must be processed for hire through Human Resources, regardless of the source of the scholar's funding. Please see the note in Section 4 of this application for more details.

Step 3: The Office of International Programs

- Once all documents are received, OIP will process the visa documents and prepare a packet for the J-1 Applicant which includes the DS-2019 Forms, an invitation letter, information about the J-1 Exchange Visitor Program, paying the SEVIS fee, obtaining the J-1 Visa, travel to the United States, and general information about the University of Mississippi and Oxford, Mississippi.
OIP can either ship the documents using a preferred shipment method at the department's request, else arrange to the department retrieve the packet for shipment directly.

Processing Time: Allow at least 3 weeks for International Programs to process and prepare all documents.

ESTIMATED COSTS OF LIVING (BASED ON LIVING EXPENSES FOR ONE PERSON)*

Table with 3 columns: Expense, Per Month, Annual Total. Rows include Housing, Utilities, Phone/Cell Phone, Home Internet Access, Health Insurance, Groceries/Food, Miscellaneous, and TOTALS.

*The estimated costs of living increase with each added dependent. Estimated cost for a J-2 Dependent Spouse is \$7000 per year in additional costs. The estimated cost for each J-2 Dependent Child is \$5000 in additional costs per child.



Application for J-1 Visiting Scholar/ Professor

Please submit the following information. Be sure to type or print clearly:

SECTION 1: J-1 VISITING SCHOLAR/PROFESSOR'S DEMOGRAPHIC INFORMATION TO BE COMPLETED BY INTERNATIONAL APPLICANT

NAME AND RESIDENCE INFORMATION:

Full Name (as it appears in your passport):
Family Name (Surname) Given Name (First) Middle Name (if any)
Residence Information (required):
City of Birth Country of Birth
Residence Information (required):
Country of Permanent Residence Country of Citizenship
Date of Birth (month/ day/ year):
Gender :

CONTACT INFORMATION:

Mailing Address (Where to send DS-2019):
(City, State/Province, Postal Code)
E-mail address: Phone Number:

CURRENT EMPLOYMENT INFORMATION:

Current Employer (Company or Institution): Current Job Title:

RESEARCH POSITION INFORMATION:

(Please provide information about your research with the University of Mississippi)

UM Academic Department: Research Supervisor's Name:
Dates of Intended Stay at the University of Mississippi:
(Month/ Day/ Year) through (Month/ Day/ Year)

US VISA HISTORY INFORMATION:

Have you been in the United States at any time in the last 36 Months? YES or NO. If YES, on what VISA type?
If on a J-VISA in the last 36 months, in which category were you? (Professor, Scholar, Student, Specialist, etc.)
If on a J-VISA, give dates in J-Status:
(Month/ Day/ Year) through (Month/ Day/ Year)
If currently in the United States on a J-VISA, please list all institutions which have issued you form DS-2019s:
Name of Institution: Dates on DS-2019 (Month/ Day/ Year):
Name of Institution: Dates on DS-2019 (Month/ Day/ Year):
If currently on a J-VISA, have you applied for a waiver of 212(e), the Two-Year Home Residency Requirement? YES or NO.
If you have applied for a waiver of the 212(e), has it been approved? YES or NO. (Please Include Proof Of Waiver)



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SECTION 2: DEPENDENT FAMILY INFORMATION (FOR SPOUSE AND CHILDREN'S J-2 DS-2019)

PLEASE INDICATE IF YOU REQUIRE DOCUMENTS FOR ANY DEPENDENTS BY CHECKING ONE OF THE FOLLOWING:

- YES, my family will accompany me to the United States as J-2 dependents. Please process the J-2 DS-2019s along with my J-1 DS-2019.
NO, I do not have any dependent family members OR my family will not accompany me. I do not require J-2 dependent DS-2019s to be processed at this time.

FAMILY FINANCIAL SUPPORT: To bring a spouse or any children, a J-1 Scholar or Professor must show financial support above the minimum of \$23,000 per year (\$1,917/ month). Financial Support of an additional \$7,000 per year (\$584/ month) must be shown to bring a spouse as a J-2 Dependent.

IMPORTANT NOTES:

- DS-2019 documents can be issued only to dependent spouses and to dependent children under 21 years of age. Children over 21 years old cannot be issued a DS-2019 and cannot hold J-2 status.
All DS-2019 documents should be processed at the same time. The US Department of State requires that the J-1 applicant's DS-2019 and J-2 DS-2019s be issued at the same time prior to the J-1's Visa appointment at a U.S. Embassy or Consulate.

Spouse's Information section with fields for Full Name of Spouse, Residence Information, Date of Birth, and Spouse's Gender.

1st Child's Information section with fields for Full Name of Child, Residence Information, Date of Birth, and Child's Gender.

2nd Child's Information section with fields for Full Name of Child, Residence Information, Date of Birth, and Child's Gender.

For additional children, please send a separate page with the above requested information about name, residence, date of birth, and gender.

I certify that the above information is correct and complete, and that I shall notify the University of any change in my personal information or research plans.

Scholar's Signature

Date: month / day / year



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SECTION 3: FINANCIAL INFORMATION

The funding requirement for a visiting scholar or professor is a minimum level of support of \$1,917 per month (\$23,000 per year) if self-funded or externally funded. Funding must be arranged prior to issuance of a DS-2019 form. No additional funding from the University of Mississippi should be expected after arrival.

Proof of funding must accompany this form.

If funds are from the University of Mississippi, international organization, independent grant, or government support, please attach a signed copy of any letters of award or sponsorship. If funds are personal, please attach an official bank statement not more than 6 months old with the official bank seal and signature of a bank officer.

Table with 3 columns: SOURCES OF FUNDS, NAME OF SOURCE OF FUNDING, ASSURED SUPPORT (IN US DOLLARS). Rows include University of Mississippi, International Organization, Scholar's Government, Personal Funds, and Other Source.

SECTION 4: DEPARTMENTAL APPROVAL FOR J-1 SPONSORSHIP TO BE COMPLETED BY UNIVERSITY OF MISSISSIPPI HOST DEPARTMENT

UM Academic Department: _____

J-1 Supervisor's Name: _____ Supervisor's Email: _____

Phone Number: _____ Alt Contact (optional): _____

Dates of Intended J-1 Sponsorship: ___/___/___ through ___/___/___
month day year month day year

Required Signatures:

Supervisor: _____ Date: _____

Dept. Chair/ Director: _____ Date: _____

Dean: _____ Date: _____

Note: Departments in the School of Pharmacy or Natural Products Center must also get approval from the Pharmacy Business Office

IMPORTANT NOTE TO DEPARTMENTS:

All J-1 Scholars and Professors must be processed for hire through Human Resources, regardless of the source of the scholar's funding.

Departments should process the Form 1 with Human Resources for any incoming J-1 Scholar or Professor. For scholars whose funding will come from the University of Mississippi, departments should check with Human Resources to make sure the J-1 Scholar or Professor is processed with the correct title and salary. Currently, the Fair Labor Standards Act requires the U of M to pay any full-time salaried position a minimum of \$23,660 per year (this minimum is subject to change). Any position that will be on the University payroll for 4.5 months or less must be paid on an hourly basis, with wages that are prorated based on the Fair Labor Standards Act minimum full-time salary of \$23,660 per year.

J-1's who are funded externally and will not be receiving any University of Mississippi funding should be processed with Human Resources as either a "Visiting Scholar" or as a "Visiting Scientist" with a zero-sum salary. J-1 Scholars who are not processed through Human Resources will not be able to obtain a University ID or have access to any University of Mississippi facilities including laboratories.

SAMPLE SUPPORT LETTER FROM DEPARTMENT

February 20, 2013

To Whom It May Concern:

The University of Mississippi, School of Engineering wishes to invite Dr. Anne Nurmi, a Finnish national, to conduct postdoctoral research in the Department of Electrical Engineering as a visiting J-1 Research Scholar.

The Petitioner

The University of Mississippi was established in 1848 and has 2,219 employees and an annual operating budget of \$1.69 billion. The Department of Electrical Engineering has an undergraduate and graduate program which is active in externally funded research projects and industrial consulting.

The Beneficiary

Dr. Nurmi graduated from the University of Iowa in August of 2005 with a Ph.D. in Electrical Engineering. She has specialized in advanced electrodynamics. Her research in this field has resulted in presentations of her research at international conferences in Geneva, 2004 and Chicago, 2005.

Dr. Nurmi's credentials make her particularly well-suited for the current research project of vehicular antenna systems funded by the National Science Foundation.

Terms of Research

The Department of Electrical Engineering would like Dr. Nurmi to begin her post-doctoral research with the University of Mississippi on January 22, 2007 with an anticipated completion date of January 21, 2010. Dr. Nurmi will be compensated at a rate of \$32,000 per year.

Sincerely,

Name and Title of Department Chair