

J-1 VISA INFORMATION FOR NEW VISITORS

This page must be completed by the future exchange visitor

Please type or print clearly (in English) the following information.

Last Name (as listed on passport):		First Name (as listed on passport):		Middle Name (as listed on passport):		Gender M/F:	
Home Address:						Date of Birth (MM/DD/YY):	
Business Address:						Email Address:	
City of Birth:		Country of Birth:		Country of Citizenship:		Country of Legal Permanent Residence:	
Last position held in your country: Indicate title or activity. Include name of Company or Institution:							
Above employer is/was: <input type="checkbox"/> Educational Institution <input type="checkbox"/> Private Business <input type="checkbox"/> Central Government <input type="checkbox"/> State Government <input type="checkbox"/> Other:							
If you are currently a student, please indicate: <input type="checkbox"/> Graduate <input type="checkbox"/> Undergraduate							
Highest level of education you have completed: <input type="checkbox"/> PhD <input type="checkbox"/> Masters <input type="checkbox"/> Bachelors <input type="checkbox"/> None <input type="checkbox"/> Other: _____							

If you are bringing family members with you, please complete the following information for each person:

Family/Last Name (as listed on passport)	Given/First Name (as listed on passport)	Middle Name (as listed on passport)	Sex: M/F	Date of Birth	City and Country of Birth	Country of Citizenship	Country of Legal Permanent Res.
Spouse:							
Child:							
Child:							
Child:							

Current U.S. Address (if already in U.S.):		
Have you been in the United States on a J-1 Visa any time within the past 24 months? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, please provide copies of all previous DS-2019 forms.		
Dates you plan to enter and leave the U.S.:	Department you will visit at ND:	Purpose of Visit (teach, research, lecture, etc.):
What financial resources do you have to cover the living expenses of yourself and any dependents? (See attached form for details.)		
Salary or Honorarium from Notre Dame: \$ _____		
Personal Funds: \$ _____		
Home Government: \$ _____ Name of Government Agency: _____		
Home Employer: \$ _____ Name of Company/Institution: _____		

This page must be completed by the Notre Dame department

Visitor's Notre Dame ID Number: (901) _____

Campus Address at which Visitor Will Work: Room # _____, Building Name _____

Contact for DS-2019 Pick-up: Contact Name: _____ Phone: _____ Email: _____

1. Please confirm you have completed the Office of General Counsel's Immigration Request Form, and the results determined this scholar should be a J-1 Exchange Visitor. Yes No
2. As of January 5, 2015, federal regulations require the university to use one of three specific objective measures to verify that J-1 visitors have a level of English that will allow them to successfully "participate in his or her program and to function on a day-to-day basis". Please identify which of the three methods below was used to verify the scholar meets the described proficiency level:
 - "A recognized English language test" (For example, the TOEFL, IELTS, Pearson, etc.)
 - "Signed documentation from an academic institution or English language school" (For example, a diploma from a university in an English speaking country)
 - "A documented interview conducted by the sponsor either in-person or by videoconferencing, or by telephone if videoconferencing is not a viable option"
3. The revised regulations also require the university "to retain evidence of how they measured applicants' English language proficiency so that it may be made available to the Department [of Homeland Security] upon request". Please confirm that you will keep this documentation for at least 3 years after the visitor's program has ended. (See example of documentation below.)
 - Yes No

Example of English proficiency documentation—to be kept for 3 years after the visitor's departure

Name of Visitor:

Date English proficiency was verified by department:

Method of verification: (For example, Received copy of transcript from Oxford, or Conducted video interview, etc. If a copy of a document is received, keep it with this record.)

Results: (English proficiency is sufficient)

Signature of verifier:

The University of Notre Dame (UND) is required by U.S. government regulations to obtain documentation evidencing that individuals in J status have adequate financial resources to provide for their living expenses and the expenses of dependents for the duration of their J program.

J-1 Minimum Financial Requirements

Exchange visitors in J status must be able to demonstrate the availability of funding in the minimum amount of \$1,633 per month for themselves, plus \$550 per month for an accompanying spouse, plus \$550 per month for each accompanying dependent child for the duration of their stay in J status in order to meet minimum funding requirements. They can demonstrate this through UND funds (salary or honorarium), US or home government funds, home institution funds, personal funds, or a combination thereof. Please see the chart below for a few examples:

Time Period	Self	With Spouse	With Spouse and One Child	With Spouse and Two Children
1 Month	\$1,633	\$2,183	\$2,733	\$3,283
2 Months	\$3,266	\$4,366	\$5,466	\$6,566
3 Months	\$4,899	\$6,549	\$8,199	\$9,849
4 Months	\$6,532	\$8,732	\$10,932	\$13,132
5 Months	\$8,165	\$10,915	\$13,665	\$16,415
6 Months	\$9,798	\$13,098	\$16,398	\$19,698
7 Months	\$11,431	\$15,281	\$19,131	\$22,981
8 Months	\$13,064	\$17,464	\$21,864	\$26,264
9 Months	\$14,697	\$19,647	\$24,597	\$29,547
10 Months	\$16,330	\$21,830	\$27,330	\$32,830
11 Months	\$17,963	\$24,013	\$30,063	\$36,113
12 Months	\$19,596	\$26,196	\$32,796	\$39,396

J-1 Proof of Financial Support

Acceptable types of funding:	Unacceptable types of funding;
<ul style="list-style-type: none"> Bank account(s): This type of funding should be in the form of a letter on official bank letterhead and must include: Full name of the account holder, type(s) of account(s), total amount of available funds and the date that the letter was issued. University funding: scholarship, assistantship, tuition award, etc. Government funding Bank loans Stock or bonds that are not part of a retirement plan Statements verifying employment and continued salary while in J program 	<ul style="list-style-type: none"> Non-liquid assets, such as personal property (land, buildings, automobiles, jewelry, etc.) Insurance premiums and policies Lines of credit Income tax returns Business or company account from those which have multiple owners or partners

A Financial Verification Letter is required when financial support will be provided by the US or home government, an international employer, or a home institution. The letter must include:

- The date the letter was written (and not be older than 6 months)
- Be printed on government, employer, or institutional letterhead in English or officially translated into English
- The name of the J1 exchange visitor
- The total amount of funds to be provided to the J1 exchange visitor during the time they will be at Notre Dame in J1 status
- The signature of an official at the government office, employer, or institution with the individual's title

If the funding amounts are not reflected in U.S. dollars, the letter must include the type of currency and the department must attach a copy of the most recent exchange rate from <http://www.xe.com/ucc>.

Please be mindful that UND is unable to accept bank statement or paychecks as proof of financial certification. Financial certification must meet the aforementioned requirements. Finally, please be mindful that our office must calculate the lowest monthly amount guaranteed within financial certification letters. For example, if the China Scholarship Counsel will offer a monthly stipend of \$1,300-\$1,700 for one year, we must calculate the minimum guaranteed amount of \$1,300 x 12 as proof of funds for that year. The scholar will be responsible for demonstrating the remaining \$333 per month to meet the minimum J-1 financial certification requirements.