

# J-1 Scholar Form

INTERNATIONAL OFFICE

HAMPTON UNIVERSITY 100 East Queen Street Hampton, VA 23669

# Faculty Form for Inviting a J-1 Scholar

The J-1 Exchange Visitor Program was developed by the Department of State (DOS) in 1961 “to increase mutual understanding between the people of the United States and the people of other countries by means of educational and cultural exchanges.” J-1 scholars are non-immigrants pursuing a specific program objective at academic institutions in the U.S., as designated by the DOS and the United States Citizenship & Immigration Services (USCIS).

HU hosts foreign nationals in many different J-1 Exchange Visitor categories. Depending on the visitor’s educational background, and both past and future immigration concerns of the visitor, one category may be more appropriate than the other. J-1 scholars are categorized as Research Scholars, Professors, Short-Term Scholars, or Specialists.

**Research Scholar:** is the most common category of Exchange Visitor at HU. Research Scholars are individuals concerned **primarily with conducting research, observing, or consulting in connection with a research project** (even if such individuals are professors at their home institutions). Research Scholars are allowed to teach or lecture. A DS-2019 can be issued for a Research Scholar for any length from **3 weeks up to 5 years**.

Foreign nationals who have been in any category of J-1 visa (except Short-Term Scholar) in the previous 24 months are NOT allowed to begin a new Research Scholar visit. This rule is known as the “24-month Bar.”

**Short-Term Scholar:** Short-Term Scholars may be a Professor, Researcher, Specialist, or a person with similar education or accomplishments coming to the U.S. on a short-term visit for the **purpose of lecturing, observing, consulting, training, or demonstrating special skills**. A DS-2019 can be issued for a Short-Term Scholar for any length from **1 day up to a maximum of 6 months**.

The Short-Term Scholar category is very flexible and can be used to accommodate many types of short visits, and is NOT subject to the “24-month Bar”. Therefore, it is recommended that Short-Term Scholar category be used for visits of less than 6 months, and it is advised that a Research Scholar category be used if there is a possibility that the J-1 scholar’s visit could be extended beyond 6 months.

**Professor:** J-1 Professors are concerned **primarily with teaching, lecturing, observing, or consulting**. J-1 Professors may also participate in departmental research. The Research Scholar category is more appropriate if the exchange visitor will be here to primarily to conduct research, even if the individual is a Professor in the home country. A DS-2019 can be issued for a Professor for any length from **3 weeks up to 5 years**.

## Funding the J-1 Scholar

J-1 scholars are allowed to be paid from multiple sources including HU, the visitor’s home government, personal sources and private organizations.

Minimum funding levels are as follows:

J-1 scholar	\$19,200/year (\$1,600/month)
J-2 spouse	\$9,000/year (\$750/month)
J-2 child (under 21)	\$6,600/year/child (\$550/month)

# Faculty Form for Inviting a J-1 Scholar

Please provide the following information and return this form to the International Office.

**Faculty host's name:**

**Name of visiting scholar:**

**Email address of scholar:**

**Proposed start-date of HU visit:**

**Proposed end-date of HU visit:**

**Brief description of field of activity while at HU; Description should not exceed 5-6 words:**

**Visitor Category (Select one):**      Research Scholar      Short-Term Scholar      Professor

**Will you be providing the visiting scholar with a salary?**      Yes      No

**If yes, what is the monthly amount?**

**HU Funding Source?**

**Will you be providing the visiting scholar with a monthly living expense payment?**      Yes      No

**If yes, what is the monthly amount?**

**HU Funding Source?**

## J-1 visa related fees to be paid by Faculty sponsor

~ \$60.00    Express postage to ship DS-2019 to scholar

~ \$20.00    Background check

**Funding source to use for these fees:**

# J-1 VISITOR FORM

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LAST NAME:

FIRST NAME:

SUFFIX:

PASSPORT NAME (Enter name exactly as it appears on passport):

PREFERRED NAME:

DATE OF BIRTH:

GENDER:

CITY OF BIRTH:

COUNTRY OF BIRTH:

COUNTRY OF CITIZENSHIP:

COUNTRY OF LEGAL PERMANENT RESIDENCE:

FOREIGN ADDRESS:

CITY:

COUNTRY:

PROVINCE:

POSTAL CODE:

EMAIL ADDRESS:

PHONE NUMBER:

POSITION AT WORK IN HOME COUNTRY:

**CATEGORY: PROFESSOR, RESEARCH SCHOLAR, SHORT TERM SCHOLAR, OR STUDENT.**

PROGRAM BEGIN DATE:

PROGRAM END DATE:

SUBJECT FIELD DESCRIPTION (CIP CODE):

SUBJECT FIELD REMARKS (SPECIAL CONSIDERATIONS OR CONDITIONS TO BE NOTED):

SITE OF ACTIVITY NAME:

SITE OF ACTIVITY ADDRESS:

IF DEPENDENTS, FILL OUT THE FOLLOWING:

LAST NAME:

FIRST NAME:

SUFFIX:

PASSPORT NAME (Enter name exactly as it appears on passport):

PREFERRED NAME:

DATE OF BIRTH:

GENDER:

RELATIONSHIP:

CITY OF BIRTH:

COUNTRY OF BIRTH:

COUNTRY OF CITIZENSHIP:

COUNTRY OF LEGAL PERMANENT RESIDENCE:

EMAIL ADDRESS:

# FINANCIAL INFORMATION FORM FOR DS-2019

HAVE YOU RECEIVED FUNDING FOR INTERNATIONAL EXCHANGE?

YES

NO

IF FROM U.S. GOVERNMENT, (MAX.2) FILL FOLLOWING:

- 1) AGENCY NAME: MONETARY FIGURE:
- 2) AGENCY NAME: MONETARY FIGURE:

IF FROM INTERNATIONAL ORGANIZATION, FILL FOLLOWING (MAX 2):

- 1) ORGANIZATION NAME: MONETARY FIGURE
- 2) ORGANIZATION NAME: MONETARY FIGURE

IF FROM OTHER, FILL THE FOLLOWING:

- EXCHANGE VISITORS GOVERNMENT: HOME GOVERNMENT  
MONETARY FIGURE
- BINATIONAL COMMISSION BINATIONAL,  
MONETARY FIGURE:
- SPONSOR: (HAMPTON UNIVERSITY) SPONSOR FIGURE
  
- ALL OTHER ORGANIZATIONS ALL OTHER ORGANIZATIONS  
MONETARY FIGURE
  
- PERSONAL FUNDS

CATEGORY & CATEGORY #	TYPE(S)	CODE	CIP CODE-00  E. stands for no code exist
COLLEGE -1	SPECIAL	SPE	
BEGINNING TERM-2	FALL SPRING	3 1	
COUNTRY -4	ALGERIA ANGOLA BAHAMAS BARBADOS BERMUDA BOLIVIA BOTSWANA BRAZIL BRITISH VIRGIN ISLANDS CAMEROON CANADA CENT. AFRICAN REP. CHAD CHILE CONGO BRAZIL COSTA RICA CZECH REPUBLIC ECUADOR ETHIOPIA FRANCE GAMBIA GERMANY GHANA GREECE GUINEA INDIA IRAN IVORY COAST JAMAICA KENYA LIBERIA MALI MEXICO NAMIBIA NICARAGUA	AG AO BF BB BD BL BC BR BV CS CK CV CM CR CO CU CZ EC FR GA GC GH GR GV IN IR IV JM KE LI ML MX NB NU NG	

	NIGER NORTH KOREA OTHER PANAMA RWANDA SAUDI ARABI SENEGAL SIERRA LEONE SINGAPORE SOUTH AFRICA SOUTH KOREA SWAZILAND THAILAND TRINIDAD/TOBAGO TURKEY UNITED KINGDOM VENEZUELA ZAMBIA ZIMBABWE	NI NK OT PN RW SA SG SL SN SF SK SX TH TO TU UK VE ZA ZI	
ETHNICITY -5	AFRICAN AMERICAN WHITE/ NON HISPANIC NATIVE AMERICAN AFRICAN ASIAN HISPANIC OTHER	B W I F A H X	
RELIGION - 6	CATHOLIC PROTESTANT NONE JEWISH ISLAM LUTHERAN OTHER	RC PR NC JE IS LU O	
COLLEGE MAJOR-8 * means separate entrance requirements	<b>I. School of Business</b> II. Accounting III. Business Adm./5 year MBA IV. Finance a. Banking V. Economics VI. Entrepreneurship VII. Hotel & Resort Mgmt (Va Bch) a. Management Info Sys. VIII. Marketing	I. N/A II. ACCT III. BSA-5 IV. FIN a. BNK V. ECON VI. ETRS VII. BMGT a. MIS VIII. MKT IX. N/A X. IDS XI. HPED	I. N/A II. 52.0301 III. 52.0201 IV. 52.0801 a. 52.0803 V. 45.0601 VI. 52.0701 VII. 32.0205 a. 11.1003 VIII. 52.1401 IX. N/A X. 13.1202 XI. 13.0501



	<b>IX. Col. of Ed. &amp; Con. Stud.</b>	XII. SPMT	XII. 31.0504
	X. Elementary Education	XIII. REC	XIII. 03.0207
	XI. Health and Physical Education	a. SEC	a. 13.1205
	XII. Sports Management	XIV. N/A	XIV. N/A
	XIII. Recreation and Tourism	XV. M.ARCH	XV. 04.0201
	a. Secondary Education	XVI. AVES	XVI. 47.0607
		XVII. AVCS	XVII. 49.0307
		XVIII. AVMG	XVIII. 49.0104
		a. ATC	a. 49.0105
		b. AMA	b. 49.0101
		c. FLED	c. 49.0102
	<b>XIV. School of Engineering &amp; Tech.</b>	XIX. CEGR	XIX. 14.0701
	XV. Architecture	XX. EEGR	XX. 14.1001
	XVI. Aviation Electronic Systems	a. CTRS	a. 15.0702
	XVII. Aviation Computer Science	b. EMO	b. 14.1003
		c. COMM	c. 15.0303
	XVIII. Aviation Management	XXI. CMPE	XXI. 15.1201
	a. Air Traffic Control	XXII. N/A	XXII. N/A
	b. Administration	XIII. JAC	XIII. 09.0402
	c. Flight Education	XIV. JAC	XIV. 09.1001
		XV. JAC	XV. 09.0900
	XIX. Chemical Engineering	XVI. N/A	XVI. N/A
	XX. Electrical Engineering	XVII. ENG	XVII. 23.0101
	a. Control System	XVIII. ENGA	XVIII. 13.1305
	b. Electr. Magnetic/Optics	XIX. ART	XIX. 50.0101
	c. Communication	a. GRD	a. 50.0409
		b. COM	b. E
	XXI. Computer Engineering	XX. CRIM	XX. 43.0103
	<b>XXII. Scripps Howard School of Journ. &amp; Comm.*</b>	XXI. HIST	XXI. 54.0101
	XIII. Broadcast Journalism	XXII. MET	XXII. 10.0203
	XIV. Print Journalism	XIII. MUS	XIII. 50.0901
	XV. Public Records	a. MPI	a. 50.0903
	<b>XVI. School Of Liberal Arts</b>	XIV. POLS	XIV. 45.1001
	XVII. English	XV. PSY	XV. 42.2805
	XVIII. English Arts	XVI. SOC	XVI. 45.1101
	XIX. Art	a. RCG	a. E
	a. Graphic Design	b. SCPL	b. 45.0902
		c. INSC	c. 45.0604
		XVII. SPAN	XVII. 13.1330
		a. LNG	a. E
		b. LIT	b. 16.0905
		c. PRF	c. 13.1399
		VIII. THE	VIII. 50.0501
		a. TTH	a. 50.0502
		b. THP	b. 50.0903/2
		c. MPO	c. 50.0907

	b. Comprehensiv e		d. MPP e. MPS f. MPV	d. E e. 50.0911 f. 50.0908	
XX.	Criminal Justice	XIX.	N/A	XIX.	N/A
XXI.	History	XL.	NURS	XL.	51.3801
XXII.	Music Engineering Technology		a. COVB		a. E
XXIII.	Music		b. RN-BS COVB		b. E c. E
	a. Mus. Perfor. Instrum.		c. LPN- BS		d. 51.3801 e. 51.3901
XXIV.	Political Science		COVB	XLI.	N/A
XXV.	Psychology		d. 4T HTP	XLII.	26.0101
XXVI.	Sociology		INST		a. 26.0406
	a. Race, Culture or Gender		e. RN-BS HPT		b. 13.1322 c. 26.1399
	b. Social Policy	XLI.	INST	LIII.	40.0501
	c. International Sociology	XLII.	N/A		
XXVII.	Spanish		BIO	LIV.	51.0201
	a. Language		a. CMB	XLV.	11.0701
	b. Literature		b. CMBS	LVI.	11.0103
	c. Professional		c. OEB	LVII.	03.0104
XXVIII.	Theatre		d. OEBS	VIII.	27.0101
	a. Tech. Thea.	LIII.	CHE	LIX.	40.0801
	b. Theory and Perfor.	LIV.	CDS	L.	N/A
	c. Musical	XLV.	CSC	LI.	E
	d. Musical Perfor. -Organ	LVI.	CIS	LII.	51.2001
	e. Musical Perfor. -Piano	LVII.	MAS		
	f. Musical Perfor. -Voice	VIII.	MAT		
XXIX.	<b>School of Nursing</b>	LIX.	PHY		
XL.	Nursing	L.	N/A		
	a. 3- year accelerated	LI.	PHAR		
	b. Registered nurse to BS	LII.	PHAR. D		
	c. Licensed Practical Nurse to BS				
	d. 4 year traditional				
	e. Registered nurse to BS				

	f. Licensed Practical Nurse to BS		
<b>XLI.</b>	<b>School of Science</b>		
<b>XLII.</b>	Biology		
	a. Cell. & Mol. Bio.		
	b. Biology Scholars		
	c. <u>Organi/ Eco/ Bio. Div. Schol.</u>		
<b>LIII.</b>	Chemistry		
<b>LIV.</b>	Comm. Sci. & Disorders		
<b>XLV.</b>	Computer Sciences		
<b>LVI.</b>	Computer Information Systems		
<b>LVII.</b>	Marine and Enviro. Science		
<b>VIII.</b>	Mathematics		
<b>LIX.</b>	Physics		
<b>L.</b>	<b>School of Pharmacy</b>		
<b>LI.</b>	Pre- Professional Program*		
<b>LII.</b>	Pharmacy		

**FINANCIAL INFORMATION**

HAVE YOU RECEIVED FUNDING FOR INTERNATIONAL EXCHANGE? YES NO

IF FROM U.S. GOVERNMENT, (MAX.2) FILL FOLLOWING:

- 1) AGENCY NAME: MONETARY FIGURE:
- 2) AGENCY NAME: MONETARY FIGURE:

IF FROM INTERNATIONAL ORGANIZATION, FILL FOLLOWING (MAX 2):

- 1) ORGANIZATION NAME: MONETARY FIGURE:
- 2) ORGANIZATION NAME: MONETARY FIGURE:

IF FROM OTHER, FILL THE FOLLOWING:

- HOME GOVERNMENT: MONETARY FIGURE:
- BINATIONAL, COMMISSION OF HOME COUNTRY: MONETARY FIGURE:
- \_\_\_\_\_ MONETARY FIGURE:  
ALL OTHER ORGANIZATIONS
- CURRENT PROGRAM SPONSOR: MONETARY FIGURE  
  
(HAMPTON UNIVERSITY)
- PERSONAL FUNDS: MONETARY FIGURE: