

DS2019 NON-DEGREE STUDENT REQUEST FORM

Maximum time limit: 24months (including academic training)

1. PERSONAL INFORMATION (Please type or print legibly)					
Visitor's Last (Family) Name:		First Name:			
Middle Name:		Gender:			
Birthdate: Month-Day-Year		City of Birth:			
Country of Birth:		Country of Citizenship:			
Country of Permanent Residence:		Position in Home Country:			
Present Mailing Address:					
E-Mail Address:					
2. FINANCIAL SUPPORT					
SIUE:	\$ 8,772.00 per semester				
Non-SIUE:	\$ 9,250.00 per semester *				
*Financial documentation must be attached in the form of a bank statement/letter on bank letterhead, not older than 90 days, signed and dated by the bank manager, verifying the availability of at least \$9,250 per semester.					
3. ENGLISH ABILITY					
TOEFL or IELTS score must be attached and must be no older than 2 years.		TOEFL requirement - 79 or higher on the iBT; 213 or higher on the CBT; 550 or higher on PBT or Institutional TOEFL IELTS requirement - overall band score of 6.5			
4. PROGRAM OBJECTIVE					
Applicant must provide a specific description of their objective: (Example: To participate in a short-term program of study and internship in business)					
I AM REQUESTING TO: (Please check appropriate box below)					
<input type="checkbox"/> Begin New Program in U.S.		<input type="checkbox"/> Transfer from another U.S. school *Attach copy of current DS2019			
Date to begin at SIUE:		Date to end:			
5. FAMILY MEMBERS					
If family is accompanying exchange visitor, please complete this section:					
Name	Relationship	Birthdate	Birthplace City	Country of: Citizenship	Country of Permanent Residence
Name of Faculty Contact:			Phone:		
Chair/Hiring Authority Signature:					
Printed Name:			Title:		
Department:			Office Box #:		
Phone:			E-mail:		
Fax Number:			Date:		

SIUE International Student Services, Box 1616, Edwardsville, IL, 62026-1616
618-650-3785 – Phone 618-650-5099 – Fax

REQUEST PROCEDURE

Departments please request the DS-2019 **no less than two months prior** to the beginning date of the J-1 program. ISS needs one week to prepare the form. The DS-2019 will be returned to the person requesting the form to mail it to the visitor. The visitor will take the DS-2019 to a U.S. Embassy or Consulate to apply for a J-1 visa. Please have the visitor report (with all travel documents) to Int'l Programs (MUC Room 2053) within 1-2 days after entering the U.S. for SEVIS reporting purposes.

HEALTH INSURANCE

Health insurance is REQUIRED by federal law for all J-1 Exchange Visitors and their J-2 dependents during the period of time that an exchange visitor participates in his/her program. An exchange visitor who willfully fails to maintain the insurance coverage shall be subject to termination from the Exchange Visitor program. At a minimum, the insurance coverage shall include:

- *Medical benefits of at least \$50,000 per person per accident or illness;
- *Repatriation of remains in the amount of \$7,500;
- *Expenses associated with medical evacuation in the amount of \$10,000; and
- *A deductible not to exceed \$500 per accident or illness.

TWO YEAR HOME RESIDENCY REQUIREMENT

Some J-1 exchange visitors are subject to this requirement and some are not. If you are subject, it will be listed on your visa in your passport. Exchange visitors receiving direct funding from the U.S. government or their home government will be subject. There is also a Skills List, established between our government and the exchange visitor's home government. Visitors researching or teaching in a skill area on the list for their country will be subject to the requirement. Those individuals who are subject must return home for two years before they can apply for permanent residence, H or L status in the United States. Waivers of this requirement are few, difficult and time-consuming.

CATEGORY ELIGIBILITY/DEFINITIONS

The appointment shall be temporary, even if the position itself is permanent. The individual shall not be a candidate for a tenure-track position. In general, the U.S. Department of State views a Master's Degree, or a Bachelor's with extensive experience in the relevant field, as adequate documentation for bona fide research scholar/professor status.

Professor – **primarily** teaching, lecturing, observing, or consulting at SIUE.

Research or Short Term Scholar – **primarily** conducting research, observing or consulting on research.

OCCASIONAL LECTURES OR CONSULTATIONS

Occasional lectures and short-term consultations may be permitted if allowed by the sponsoring department. The lectures and consultations MUST be directly related and incidental to the visitor's primary program activity. They also cannot delay the completion date of the visitor's program. The visitor needs to receive permission in writing from a SIUE International Student Advisor PRIOR to commencing the lectures or consultations. See an advisor for procedural details.

CHANGE OF CATEGORY or EMPLOYER/DEPARTMENT

On the initial DS-2019 a program objective/primary program activity is listed in item #4. Deviation from the original program objective is not permitted. Persons wanting to continue as a student should consult with the International Student Advisor. Often leaving the U.S. and re-entering as a student is the best option. People can change employers/departments as long as they continue to pursue the original program objective stated in #4 of the DS-2019. If changing employers/sponsors, a new DS-2019 will need to be processed. Employment outside of the field listed in item #4 is NOT allowed.

MINIMUM DURATION OF STAY

All professors and research scholars have a minimum participation period in the United States of three weeks. **Short-term** scholars have a minimum required stay of one day and maximum of six months in the United States.

PROGRAM EXTENSIONS

J-1 Research Scholars and Professors are allowed a maximum stay of five years, assuming J-1 status is maintained. An extension of program (within the five year period) cannot be granted if a waiver of the two year home residency requirement has been received.

TWELVE MONTH BAR

If the visitor spends more than six months in the U.S. in any J-1 category other than short-term scholar, he/she will not be eligible to return to the U.S. as a J-1 Research Scholar or Professor within the twelve month period following his/her departure.

TWO YEAR BAR ON REPEAT PARTICIPATION

If the visitor has previously been in the U.S. as a J-1 Professor or Research Scholar, he/she will not be eligible to return in either of those categories for a period of two years. This does not apply to Short Term Scholars.

DEPARTURES

When an exchange visitor completes his/her program more than 30 days prior to the completion date on the DS-2019, the International Student Advisor should be notified. Exchange visitors have 30 days to depart the U.S. after completion of their J-1 program.