

# J-1 Visa Check List

## ***Requirements from the Sponsoring Department or Program Non-Paid Visiting Students***

### **Step 1**

- Support letter from the Visiting Student's Advisor at the home institution:
  - Activity at UCHC
  - Benefits to the student
  - Enrolled program
- Letter from **registrar confirming student** status and enrollment
- Detailed support letter from the sponsoring **PI at UCHC**:
  - Purpose of the visit
  - Training Plan (**including required form DS-7002**)
  - How will this benefit the lab
- Copy of CV
- Financial support documents/source

### **Step 2** *(The request is reviewed by a committee and requires approval before moving forward)*

- Visiting Scholar Contract (***only after request is approved***)

### **Step 3**

- Request for Issuance of DS-2019 form
- No Patient Contact form
- Sponsoring Faculty Attestation
- Copy of Curriculum Vitae
- Cleared Background check
- English Proficiency Form for Prospective J-1
- Copy of Passport

### **If accompanied by dependents, please include the following:**

- J-1 Dependent Request form
- Marriage Certificate for Spouse
- Birth Certificate for all children
- Copy of passport for all dependents
- *Note on Birth/Marriage Certificate:* if in a foreign language, it should be accompanied by **original official translation** into English; if in English, a notarized document should be provided prior to UCH visa sponsorship.