

**J-1 Visa Check List for Committee Review**  
***Requirements from the Sponsoring Department or Program***  
***Visiting Scientists***

**Name:**

**Request Reviewed on:**

**Requesting PI/Dept:**

- Support letter from the Visiting Scientist's home institution:
    - Activity at UCHC
    - Benefit to the Visiting Scientist
    - Position in their home country
  - Detailed support letter from the sponsoring **PI at UCHC:**
    - Purpose of the visit
    - Activity in the lab
    - How will this benefit the lab
  - Length of time at UCHC: \_\_\_\_\_
  - Copy of CV
  - Financial support documents
    - Home institution/Govt./Other: \_\_\_\_\_
    - UCHC Funding/Payroll: \_\_\_\_\_
  - Visiting faculty offer letter from Dean's Office
  - Copy of Degree
- *Note on Degree:* If a foreign degree 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 UCHC visa sponsorship.

**Review and Comments:**

Decision:

Additional Information: