



J-1 EXCHANGE VISITOR VISA INFORMATION

An Exchange Visitor is a temporary alien who comes to the United States to teach, study, conduct research or receive training as a participant in an Exchange Visitor Program designated by the **Office of Exchange Coordination and Designation, U.S. Department of State, SA-44, Room 734, Washington, DC 20547 (email: JVISAS@STATE.GOV)**. When accepted as a participant, the Exchange Visitor will be issued Form DS-2019 (Certificate of Eligibility) by the International Office in the Department of Human Resources.

Visa

The visa is issued and stamped in your passport by an American embassy or consulate outside the United States. The visa authorizes you to enter -- *but not to remain in* -- the United States, and indicates your designated status, e.g., J-1 or J-2. The visa has an expiration date and may be valid for one, two, or an unlimited number of (multiple) entries. It is neither necessary nor possible to renew your visa while you remain in the United States. If your current visa expires, and you choose to travel abroad, you must apply for a new visa at an American embassy or consulate *outside the* United States. The duration of a visa stamp has no bearing on one's authorization to remain in the United States. Permission to remain is designated on your DS-2019.

J-1 Student Intern

The University of Connecticut Health Center, through the Department of Human Resources, is authorized by the U.S. Department of State (DOS) to sponsor **student interns** under its J-1 Exchange Visitor program. The J student intern is a foreign national enrolled and pursuing a degree at an accredited post secondary institution outside the U.S. and participating in an internship program in the U.S. that will fulfill the educational objective of his/her current degree program at his/her home institution. Participants may be engaged in an internship program up to a **maximum period of 12 months per degree or major**. (Please note, there is no further extension beyond 12 months from the program date on the DS-2019)

Arrival/Departure Record

The Arrival/Departure Record (Form I-94) is issued to all non-immigrants by a U.S. immigration official at the port of entry to this country. The I-94 does not give status, but is important because it indicates that legal admission to the United States has been granted for D/S (duration of status). You must go to <https://i94.cbp.dhs.gov>, submit your information, and print out your I-94 (see additional information enclosed). **If the I-94 has a date, rather than a "D/S," this is the date to which you have permission to remain in the United States.** If you wish to stay beyond this date, you must apply for an extension of stay and you must contact the International Office in the Department of Human Resources to determine your eligibility for an extension and the procedure for obtaining it.

Keep your I-94 safe with all your important documents. When you leave the United States for any purpose (other than a visit to Canada, Mexico or an adjacent island for a period less than 30 days) your I-94 will be cancelled. A new I-94 will be issued to you when you return, if you have a valid DS-2019.

DS-2019

A valid DS-2019 gives you a J-1 visa status and allows you to fulfill your objective in coming to the Health Center between the dates listed in number 3 on the form. If you wish to stay beyond this date, you must apply for an extension of stay. At least 60 days before this date, **you must submit a form to the International Office** in the Department of Human Resources to determine your eligibility for an extension and the procedure for obtaining it.

Mandatory Medical Insurance

Federal regulations require all exchange visitors and their J-2 dependents to have medical insurance in effect for the **entire period of participation in our program**. Minimum coverage is:

1. Medical benefits of at least \$100,000 per accident or illness;
2. Payment for repatriation (preparation and transportation of remains to home country in case of death) in the amount of \$25,000.
3. Expenses associated with the medical evacuation of the exchange visitor to his or her home country in the amount of \$50,000; and
4. A deductible not to exceed \$500 per accident or illness.
5. Coverage of pre-existing conditions after a reasonable waiting period.
6. Payment by the insurance company of at least 75% of the costs of medical care (the patient must not be required to pay more than 25% of medical care costs)

An insurance policy is necessary to fulfill the requirements of this section and must be underwritten by an insurance corporation having an A.M. Best rating of "A-" or above, a McGraw Hill Financial /Standard & Poor's Claims paying Ability rating of "A-" or above; a Weiss Research, Inc. rating of "B+" or above; a Fitch Ratings, Inc. rating of "A-" or above; a Moody's Investor Services rating of "A3" or above.

An exchange visitor who willfully fails to maintain the insurance coverage for the duration of participation in our program or who makes a material misrepresentation to us concerning such coverage on behalf of him/herself and/or dependents shall be determined in violation and subject to termination of program.

For your convenience, we list some websites of medical insurance companies who offer policies to cover internationals. **You will need to provide confirmation of insurance coverage upon your arrival to UConn Health.**

<https://www.isoa.org/>
<https://www.hthtravelinsurance.com/>
www.compassbenefit.com
www.gatewayplans.com
www.wallach.com
<https://www.uhcsafetrip.com/>
www.psiservice.com
www.internationalsos.com/

Mandatory COVID-19 Vaccination Policy

All Workforce Members are required to have or obtain a vaccination as a term and condition of employment or to work in a UConn Health facility, unless an exemption or deferral has been approved. All Workforce Members shall be required to report their vaccine status and to provide approved documentation as proof of receipt of the vaccine. **All new Workforce Members shall be required to provide proof of their vaccine status prior to the start of their employment.** All records of vaccinations and approved exemptions will be maintained by Employee Health Services.

For the complete policy statement, please see here: <https://health.uconn.edu/covid-provider/staff/human-resources/>

Two-Year Home Country Residence Requirement

Some Exchange Visitors are subject to a two-year home residency requirement if any of the following applies:

- 1) Government Funding: The program is financed in whole or in part directly or indirectly by the U.S. government or the government of the exchange visitor's nationality or last residence.
- 2) Graduate Medical Education/Training: The exchange visitor entered the U.S. to receive graduate medical education or training.
- 3) Skills List: If the exchange visitor's specialized field and country of citizenship (or permanent residency) is on the Skills list. Please review here: (<https://travel.state.gov/content/travel/en/us-visas/study/exchange/waiver-of-the-exchange-visitor/exchange-visitor-skills-list.html>).

12 and 24-Month Bars

This is different from the 2-year home residence requirement. The 12 and 24-month rule affects J-1 exchange visitors who have been in the U.S. on a J-1 visa previously, and wish to return on the J-1 visa. The bars affect Research Scholar and Professor categories only. Depending on the previous J category, you may be subject to a 12-month bar, a 24-month bar or no bar.

Please use the following chart to determine if you may be subject to a bar. (*If you have never before had J-1 visa sponsorship, then the bars do not apply to you*).

LESS Than 6 Months

If you've had this visa category...	Bar for new J-1 Research/Professor visa
J-1 Student (non-degree)	NONE
J-1 Student	NONE
J-1 Research Scholar/Professor (<i>any amount of time</i>)	24 months
J-1 Short-Term Scholar	NONE
J-1 Specialist	NONE

MORE than 6 Months

If you've had this visa category...	Bar for new J-1 Research/Professor visa
J-1 Student (non-degree)	12 Months
J-1 Student	12 Months
J-1 Research Scholar/Professor (<i>any amount of time</i>)	24 Months
J-2 Dependent of Scholar/Professor	24 Months
J-1 Specialist	12 Months
J-2 Dependent of any J-1 category <i>except</i> Short-Term scholar	12 months

Employment

Student employment is permitted only if it is an integral part of the program for which the exchange visitor came to the U.S. (such as financial support received as a Visiting Instructor or Research Fellow), or is in the student's field of study and will not unduly delay his/her degree (such as a graduate assistantship). Permission for all employment must be obtained from the International Office in the Department of Human Resources. For more specific instructions on student or scholar employment, contact the International Office at (860) 679-4430.

Social Security

The United States, like many other countries, imposes a payroll tax on current employees to pay for pensions and certain medical benefits of the current population needing assistance. Most wages are subject to a tax and no

exemptions or deductions are allowed. The tax is popularly known as the "social security tax", but its technical name is the Federal Insurance Contributions Act tax, abbreviated F.I.C.A. on the Form W-2 provided by employers. The employer is required to pay a matching amount to the government.

Visiting faculty and students who are in the United States on "F" or "J" visas and whose income is earned to further the objectives for which they were admitted may not have F.I.C.A. taxes withheld from their pay, unless they have been in the U.S. for two years for research scholar/faculty and five years for students. Family members authorized to work in the U.S. are not exempt from social security tax. The International Office will help to determine your tax obligations during orientation.

Social Security Number/Card

International exchange visitors at the University may be issued a number for identification purposes only, beginning with "988." This is not a Social Security number and may not be used outside the University. Everyone who has earnings in the United States must obtain a social security number, "SSN." The number is printed on a card, referred to as the social security card. This card must be shown to a prospective employer before an individual may be hired. The social security number has also been a standard means of identification for anyone living in the U.S. Social security numbers are needed to obtain a driver's license, open bank accounts, employment and other instances which call for an identifying number. Those who need a Social Security number must apply **in person** with their passport, the I-94, form DS-2019, a letter of Employment Verification and a letter of Visa Status Verification to an office of the Social Security Admin. The two locations close to UCHC are:

Social Security Administration
2nd Floor
960 Main St.
Hartford, CT 06103
Telephone: 800-772-1213

Social Security Administration
100 Arch St.
New Britain, CT 06051
Telephone: 866-858-6086

Extension of Stay

The Exchange Visitor may apply for an extension of stay two or three months prior to the expiration date of his/her DS-2019 by submitting a form to the International Office. Degree students will be permitted to remain as long as they pursue substantial scholastic programs leading to recognized degrees or certificates as defined by the program description. **Non-degree students are limited to twenty-four months.** The maximum period of stay for professors, research scholars and specialists is **five years.**

RESEARCH SCHOLARS or PROFESSORS: If you have been physically present in the U.S. as an exchange visitor (J-1 or J-2) within the 24 month-period preceding the date listed in #3 of the enclosed DS-2019, you are NOT ELIGIBLE to enter the U.S. as an exchange visitor and must communicate this fact immediately to our office.

Visits to Canada, Mexico and Adjacent Islands (Contiguous Territory)

For a visit of less than 30 days to Canada, Mexico or the islands adjacent to North America (except Cuba), your I-94 is not surrendered but used, together with a valid DS-2019, for re-entry into the United States. An expired J-1 Visa will be considered **automatically revalidated** upon re-entry from Canada or Mexico if the Visitor:

1. Has maintained and intends to resume the J-1 status;
2. Present valid form DS-2019;
3. Has a valid passport;
4. Is applying for re-admission within the authorized period of initial admission or extension of stay (as marked on the DS-2019).

For additional information pertaining to travel outside of the United States, please visit: <https://travel.state.gov>

Dependents

If sufficient financial support is documented, spouse and/or children may accompany the Visitor on the basis of an additional form attached to the Form DS-2019 issued to the J-1 Visitor. Dependents are classified as J-2. The Department of Human Resources must certify that sufficient funds are available to support the spouse and/or children for at least their first year in the U.S.

Employment of the dependent is permitted only if the Department of Homeland Security approves his/her application to work, and if the work is necessary for the support of the dependent only (not the J-1). The USCIS Application for Employment Authorization can be found here: <https://www.uscis.gov/i-765>. J-2 dependents are permitted to enroll as students for full or part-time study without the approval of the International Office.

Academic Training

After obtaining a degree, an Exchange Visitor **student** may need a period of practical work experience in the field of study. Upon recommendation of the faculty advisor, and with the approval of the program sponsor, such training may be granted for a **maximum** period of 18 to 36 months, depending upon the program. The visitor should consult with the International Office concerning eligibility and application procedures.

Departure

The International Office requires you to complete a Notice of Departure form three weeks prior to final departure from UConn Health. Please call the International Office at the Department of Human Resources, and the form will be sent to you. An international visitor notifies the Department of Homeland Security of his departure from the U.S. by surrendering his I-94 at the point of departure.

Income Tax Information

Foreign students and faculty who are studying, teaching or engaged in research activities and earning money in the United States may be subject to federal and state income tax and to Federal Social Security Tax (F.I.C.A.)* on wages earned by themselves or their family members. U.S. tax treatment of foreign students, faculty and their families depends chiefly on their status and the types of income they receive. In some circumstances, country of origin may also play a part if a tax treaty exists. The International Office will help to determine your tax obligations at Orientation.

It is important to remember that each person's tax liability is unique and should be analyzed individually by an agent of the Internal Revenue Service (IRS), an accountant, or a tax attorney. Only a small number of tax attorneys or specialists, however, are familiar with the tax problems peculiar to international visitors, and there will be fees for advice and assistance. The IRS is located at 135 High Street in Hartford, phone number 860-594-9200.

*See Social Security section.

Filing Returns and Obtaining Tax Refunds

All non-immigrants must file an income tax return annually even if there was no U.S. income received. The return may be filed any time after receipt of W-2 form, or between January 1 and April 15.

The United States Federal Government and the State of Connecticut, require employers to withhold tax on wages earned by employees. The amounts withheld may exceed the amount of tax due, especially for persons working only a portion of the year.

In order to obtain a refund, use the W-2 form obtained from the employer which states the amount of tax withheld

during the year. A copy of this form is submitted with the federal and state tax returns. If the amount withheld exceeds the tax liability, the IRS and/or the state will send a check for the balance to the address listed on the form submitted. Tax returns will be subject to mathematical verification by an IRS and/or State computer. If the deductions or exemptions claimed appear irregular, the return may be selected for an audit by IRS Review Agents. A person filing a false or fraudulent return is subject to fines and in severe cases, to criminal prosecution. An alien filing a false return may lose his status and be precluded from returning to the U.S.

More information is available at the following websites:

Internal Revenue Service website:

<http://www.irs.gov>

CT Department of Revenue website:

<http://www.ct.gov/drs/site/default.asp>

IRS Publications pertaining to nonresident Aliens:

U.S. Tax Guide for Aliens (IRS Publication 519): <https://www.irs.gov/forms-pubs/about-publication-519>

U.S. Tax Treaties (IRS Publication 901): <https://www.irs.gov/pub/irs-pdf/p901.pdf>

Additional Information

The International Office has a legal obligation to the U.S. Citizenship and Immigration Services, U.S. Department of State, to report your continued attendance at this University. **If for any reason you perform your objective less than full time, leave the University** (withdraw, transfer, etc.) or **apply for a change in visa status**, it is your responsibility to notify the International Office in the Department of Human Resources of your plans **before** any attempt to change.

You must inform the Department of Homeland Security and the International Office of any change in your address or telephone number, or of any change in registration form information. Whenever you have immigration questions concerning your stay in the U.S., please feel free to consult with the international Office at (860) 679-4430. When you change your address, you also need to file an address change form (AR 11) with the Department of Homeland Security which can be found here: <https://www.uscis.gov/ar-11>

Because of long delays encountered in cashing foreign checks, an international credit card or U.S. travelers checks can be obtained prior to arrival in the U.S. A credit card, in addition to making purchases, is valuable as a credit reference when renting housing and opening a bank account. Another way of ensuring sufficient cash in the critical first few months of transition is to transfer funds to a U.S. bank prior to arrival.

If children will accompany you to the U.S., or will join you at a later date, it is necessary to have their academic and immunization records. These records are required by the educational system to show achievement and proper inoculation for all children entering the school system.

Please check the State of Connecticut Department of Motor Vehicles (DMV) site for current state laws regarding the validity of your International Driver's License <http://www.ct.gov/dmv/cwp/view.asp?a=805&q=244730> . For more information on obtaining a Connecticut driver's license, please visit the State of Connecticut Department of Motor Vehicles' website: <http://www.ct.gov/dmv>

If you are to receive payment from the University, a period of four weeks may elapse before you receive your first check. This is usual procedure, over which we have no control, for all State employees. **You must make financial provision for yourself during this interim period.**

Finding a place to live can sometimes be a difficult and time-consuming experience. The Graduate Students' organization at UCHC has very helpful information on its website. Please check it out at:

<http://grad.uchc.edu/prospective/housing/index.html>

<http://grad.uchc.edu/current/gso/guide/fun.html>

Transportation from the Airports

If you are arriving at either **LaGuardia or JFK International Airports** in New York, *Connecticut Limo* will be able to provide you with shuttle service. Please keep in mind that you will need to make reservations at least 24 hours in advance with the shuttle company. You can make reservations at this website, <http://www.ctlimo.com/>.

If you prefer bus, the **MegaBus** <http://us.megabus.com> provides transportation between Hartford and New York City. You can buy your tickets and find more information on pick-up locations online.

Another option is **Peterpan Bus Company** – visit: www.peterpanbus.com. You can buy your tickets and find more information on pick-up locations online.

If you will be arriving at **Logan International Airport** in Boston, MA, there are instructions on how to get to from Logan Airport to *Boston's South Station*, in order to take a train to Hartford or New Haven. The information is located at: <http://www.massport.com/logan-airport/to-from-logan/transportation-options/taking-the-t/>

If you will be arriving at **Bradley International Airport** in Hartford, CT, transportation information is located at these websites, <https://bradleyairport.com/transport/>