

J1 Extension Policy and Procedure at UTC

Academic Extension

You are eligible for a program extension if:

- Your DS-2019 has not yet expired. The expiration date is indicated in item 3 of the DS-2019. Immigration regulations require you to process the program extension before the program end date noted on your current DS-2019. If you fail to do so, you will be out of status
- You have been continually maintaining lawful J-1 status.
- The delay in completion of your program of study was caused by compelling academic or medical reasons.

Required documents for J1 extension

- 1) A letter from your academic advisor: A letter should include reasons for your program extension, estimated a completion date.
- 2) Proof of financial support (scholar /student or department)
- 3) Health Insurance form (scholar/student)
- 4) Copy of passport (scholar/student)
- 5) Current DS2019

Academic Training:

Students who are degree candidates and in good academic standing can apply for Academic Training before completion of studies. Students who have completed all of their requirements, including thesis, are eligible to apply for post-completion Academic Training.

You are eligible for a program extension if:

- Your DS-2019 has not yet expired. The expiration date is indicated in item 3 of the DS-2019. Immigration regulations require you to process the program extension before the program end date noted on your current DS-2019. If you fail to do so, you will be out of status
- You have been continually maintaining lawful J-1 status.
- J-1 Students must have a job offer letter to work off-campus before the approval of Academic Training. The job must be in the student's field of study.
- The J-1 Student can apply for pre-completion academic training after having been in full-time status for one academic year

Required documents for J1 Academic Training

- 1) A letter from your academic advisor: A letter should include the expected date of your degree completion at UTC and the Objectives of Academic Training
- 2) Proof of financial support (scholar /student or department)
- 3) Health Insurance form (scholar/student)
- 4) Copy of passport (scholar/student)
- 5) A letter from your employer with a company's letterhead and with Name of Supervisor, Site of Academic Training Name, Site of Academic Training Address, Number of Hours Per Week, Training Begin Date, and Training End Date.
 - Total time of Academic Training can never exceed the time spent in full course of study.
 - The maximum a J-1 Bachelor's or Master's student can do of Academic Training is 18 months.
 - Academic training application for post-completion work, must be processed by the International Students and Scholars Office no later than 30 days after the student's completion date.
 - J-1 students must continue to comply with the J-1 health insurance requirements throughout their Academic Training period.
 - The J-1 student must obtain a new Form DS-2019 from the International Students and Scholars Office prior to participating in ANY off-campus work.

Note and Additional Requirements for J1 Extension

1. Home Residency Requirements: The 12 months or two-year home residency requirement (or 212(e), as it is referenced in the immigration regulations) means that those who come to the U.S. in J-1 status cannot become permanent residents in the U.S., change status in the U.S., or get work or family-based visa statuses such as H, L or K until they return to their country of last permanent residence for at least 12 months or two years cumulatively.
 - 1) 12 Month Bar: Anyone who has been in the US in any J category for more than six months may be barred from re-entering the US as a J-1 Research Scholar or Professor for 12 months following the completion of his/her program or stay. This regulation does not apply to Short-term Scholars. This requirement may be added at a US embassy after the visa appointment.
 - 2) 24 Month Bar: Anyone who has been in the US as a J-1 Research Scholar or Professor for any length of time and whose SEVIS record is no longer active may be barred from re-entering the US as a J-1 Research Scholar or Professor for 24 months following the completion of his/her program or stay. This requirement may be added at a US embassy after the visa appointment.
2. Minimum Required Financial Support: Sufficient financial support is required for a J-1 exchange visitor. J-2 dependents who accompany the J-1 require additional funding. The minimum amounts required are:
 - J1 scholar/student \$1500 per month = \$18000 per year
 - J2 spouse \$600 per month = \$7200 per year
 - J2 child \$500 per month = \$ 6000 per year
3. Evidence of Financial Support: If the J-1 Scholar's support is from a source other than UTC, evidence of funding must be included with this request. If supported by personal funds, a bank statement in US\$ must be provided. If supported by government or international funds, an official statement translated into English with funds converted to US\$ must be provided. If a J-1 scholar is required to take a class, the evidence of financial support must cover their tuition. All international students and scholars are required to pay out-of-state tuition at UTC. You can find current tuition rate at <http://www.utc.edu/bursar/fee-schedule.php>
4. Insurance Requirement: Health and accident insurance coverage are mandatory for all J-1 Scholars and their J-2 dependents while they are in the US. The J Scholar Insurance Form must be completed before DS-2019 issuance. Please fill out the attached form.