

J-1 Visa Extension Policy and Procedure at UTC

Below, we have outlined the general procedure for requesting a J-1 visa extension beyond the original program end date. However, due to the variety of J-1 categories, visa extension procedures for J-1 exchange visitors may vary widely. These guidelines are only a courtesy and should not be taken as legal advice. The most up-to-date and complete J-1 visa extension information is available on the [United States Department of State website](#).

PROGRAM EXTENSION DUE TO ACADEMIC OR MEDICAL CIRCUMSTANCES

If you are attending UTC on a J-1 visa, you are eligible for a program extension if:

- Your DS-2019 has not yet expired;
- You have continually maintained lawful J-1 status; AND
- The delay in completion of your program of study was caused by compelling academic or medical circumstances outside of your control.

Required Documents to Apply for a J-1 Visa Program Extension

- Letter from your academic advisor explaining why you are requesting a program extension and listing an estimated completion date
- Evidence of financial support
- Health insurance waiver request (unless you wish to enroll in the UTC-sponsored insurance plan)
- Copy of passport ID page
- Current DS-2019

PROGRAM EXTENSION FOR POST-COMPLETION ACADEMIC TRAINING

Students who are degree candidates and in good academic standing may apply to participate in academic training **before completion** of their academic studies. This is called **pre-completion** academic training. J-1 students may apply for pre-completion academic training after completing at least one academic year of full-time study. Because pre-completion academic training takes place during the student's program of study, a visa extension is not required.

Students who have completed all of their degree requirements, including thesis, are eligible to apply for **post-completion** academic training. Because post-completion academic training takes place following the conclusion of a student's program of study, a visa extension is required.

You are eligible for a program extension to pursue post-completion academic training if:

- You are in the U.S. primarily for study in a full-time academic program;
- You are in good academic standing;
- The academic training is directly related to your major field of study;
- Your DS-2019 has not yet expired;
- You have continually maintained lawful J-1 status; AND
- You apply before the completion of your academic program.

Required Documents to Apply for J-1 Academic Training

- Letter from your academic advisor explaining why you are requesting academic training authorization and listing an estimated completion date. The letter must explain how the training relates to your major field of study and why this employment is an integral or critical part of your academic program.
- Evidence of financial support
- Health insurance waiver request (unless you wish to enroll in the UTC-sponsored insurance plan)
- Copy of passport ID page
- Current DS-2019
- A letter from your employer, printed on company letterhead, listing the following:
 - Job title
 - A brief description of the goals and objectives of your training or employment
 - Number of hours to be worked per week
 - Salary and benefits, if applicable
 - Physical location of the training or employment
 - Beginning and ending dates of training or employment
 - Supervisor name and title

Requirements While Completing Academic Training

- Your employment/training must take place with the specific employer who is noted on the academic training authorization letter.
- You must receive an authorization letter from a Responsible Officer (RO) or Alternate Responsible Officer (ARO) at UTC before engaging in the academic training.

Length of Academic Training

- The total time spent in academic training may never exceed the time spent in a full course of study.
- Students who complete a degree program are permitted an overall academic training period of 18 months. This includes all academic training, whether before or after completion of studies.
- Completing multiple degree programs at the same time does not increase the possible length of your academic training period.
- Any pre-completion academic training period is deducted from your total allowable academic training period when calculating post-completion academic training.

Applications for post-completion academic training must be received by the Office of International Student and Scholar Services no later than 30 days before the completion date listed on the student's DS-2019.

J-1 students must obtain a new Form DS-2019 from ISSS prior to participating in ANY off-campus work. Additionally, J-1 students must continue to comply with the J-1 health insurance requirements throughout their academic training period.

NOTES AND ADDITIONAL REQUIREMENTS FOR J-1 PROGRAM EXTENSIONS

Home Residency Requirements: The 24-month home residency requirement (referred to as 212(e) in the U.S. immigration regulations) means that those who come to the U.S. on a J-1 visa may NOT become permanent residents in the U.S., change visa status while 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 24 months cumulatively.

For details related to the 24-month home residency requirement, visit [this webpage](#). For information on waiving this requirement, visit [this webpage](#).

Minimum Required Financial Support: J-1 scholars must possess sufficient financial support. J-2 dependents who accompany the J-1 visa holder require additional funding. For the most up-to-date minimum funding amounts required, visit [this webpage](#).

Evidence of Financial Support: If the J-1 scholar's support comes from a source other than UTC, evidence of financial support must be provided. If the scholar is supported by personal funds, an English-language bank statement with funds listed in U.S. dollars must be provided. If the scholar is supported by government or international funds, an official English-language statement with funds listed in U.S. dollars must be provided.

If a J-1 scholar is required to take a class, the documentation providing evidence of financial support must indicate that the funding will cover their tuition. All international students are required to pay out-of-state tuition at UTC. Current tuition rates are available on the [Bursar's Office website](#).

Insurance Requirement: Health and accident insurance coverage are mandatory for all J-1 Scholars and their J-2 dependents while they are in the U.S. The Health Insurance Waiver Request Form must be completed before the DS-2019 will be issued.

Curriculum Vitae/Resume: An English-language CV or resume must be attached to the Application for Visiting J-1 Scholars.

Passport: A legible copy of the ID page of the passport for the J-1 scholar and each dependent must be submitted.

Additional Documents: You must submit a print-out of your electronic Form I-94 and copies of your current and all previous Forms DS-2019.

Travel Outside the U.S.: You must obtain academic training authorization from the Office of International Student and Scholar Services before leaving the United States. If you do not receive approval before traveling, you may lose your academic training eligibility and be denied entry to the United States.

For more detailed information on the J-1 exchange visitor program, please visit the U.S. Department of State Bureau of Educational and Cultural Affairs [website](#).

It is the exchange visitor's responsibility to understand the detailed conditions and requirements of the J visa program. Regulations related to home country residency, the Internal Revenue Service, changing visa status, future visa applications, and other topics may vary depending on the agreement between the U.S. and the visitor's home country. The UTC Office of International Student and Scholar Services is not responsible for the visitor's post-UTC immigration status.