



Scholar's Educational/Professional Field \_\_\_\_\_

Describe the specific UO teaching or research activity of the scholar:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Country Address (Non-U.S.): \_\_\_\_\_

\_\_\_\_\_

Home Country Telephone: \_\_\_\_\_

### Information about Family Members

Please include only family members (dependents) who will accompany exchange visitor to the U.S.:

	Spouse	Child 1	Child 2	Child 3	Child 4
Passport Family Name:	_____	_____	_____	_____	_____
Passport First Name:	_____	_____	_____	_____	_____
Passport Middle Name:	_____	_____	_____	_____	_____
Date of Birth (MM/DD/YYYY):	_____	_____	_____	_____	_____
City of Birth:	_____	_____	_____	_____	_____
Country of Birth:	_____	_____	_____	_____	_____
Country of Citizenship:	_____	_____	_____	_____	_____
Country of Perm. Residence:	_____	_____	_____	_____	_____
Gender (Female/Male):	_____	_____	_____	_____	_____
Email Address:	_____	_____	_____	_____	_____

### Financial Information

During the scholar's program at UO, the following financial support (\$USD) will be provided by:

- University of Oregon: must provide copy of UO contract \$ \_\_\_\_\_
- U.S. Government Agency (This means the scholar will receive funding for international exchange from one or more U.S. government agencies. Otherwise, support is considered UO funding.) \$ \_\_\_\_\_
- International Organization(s): \_\_\_\_\_ \$ \_\_\_\_\_
- Exchange Visitor's Government \$ \_\_\_\_\_
- Bi-national Commission of the Visitor's Country \$ \_\_\_\_\_
- All other organizations providing support: \_\_\_\_\_ \$ \_\_\_\_\_
- Personal Funds \$ \_\_\_\_\_

**FINANCES MUST BE VERIFIED.**

**TOTAL \$ \_\_\_\_\_**

A document that verifies the above financial support (e.g. UO contract, a letter or contract from the visitor's home university, or a bank statement showing availability of personal funds) must accompany this application. For current financial requirements for the J-1 exchange visitor and accompanying dependents, please see the "Costs" section on this web page: [https://iss.uoregon.edu/J-1/dept\\_app](https://iss.uoregon.edu/J-1/dept_app).

## Contact Information

This appointment is:  Contract  Courtesy

Department Name: \_\_\_\_\_

Department Address: \_\_\_\_\_

Supervisor of Exchange Visitor at UO:

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Name	E-mail	Telephone
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Office/Department Contact (Completed DS 2019 and Welcome Packet will be mailed to the Department Contact):

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Name	E-mail	Telephone
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## UO Department Approval

Approval of UO Department Head:

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Name	SIGNATURE	Date
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## Secondary UO Department / Site of Activity

If the scholar will be conducting research or teaching in a second department, please list:

Department Name: \_\_\_\_\_

Department Address: \_\_\_\_\_

Supervisor of Exchange Visitor in Second Department:

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Name	E-mail	Telephone
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Name of Second Department Head \_\_\_\_\_

Have you received approval from the second department chair/head for the scholar's activities there?

- YES  
 NO

Please contact [ischolar@uoregon.edu](mailto:ischolar@uoregon.edu) with any questions about this form.

Please return this application with all supporting documentation to:  
Scholar Services, Division of Global Engagement  
330 Oregon Hall • 5209 University of Oregon • Eugene, OR 97403-5209  
Phone (541) 346-3206 • Fax (541) 346-1232 • <http://iss.uoregon.edu/faculty-scholars>



## English Language Proficiency

The Department of State Exchange Visitor Program regulations require that exchange visitor sponsors verify that “the exchange visitor possesses sufficient proficiency in the English language...[to] successfully participate in his or her program and to function on a day-to-day basis.” The sponsoring institution is required to maintain documentation of “objective measurements of English Language proficiency. Please include this documentation with the Application for a J-1 Visiting Scholar.

A scholar’s English language proficiency may be verified and documented in one of the following three ways:

### 1. Interview conducted in English

The interview may be conducted in-person, by video-conferencing (e.g. Skype), or by telephone. Please complete the attached interview Verification Form following the interview and include it with the Application for a J-1 Visiting Scholar.

Interviews should follow these guidelines:

- a. The interview should be conducted by the scholar’s UO faculty host or supervisor.
- b. Interview must be conducted in English without an interpreter.

### 2. Signed documentation from an academic institution.

- a. U.S. Academic Institution
  - i. Transcript or letter from an appropriate representative verifying enrollment in a post-secondary degree program at a U.S. college or university; OR
  - ii. Copy of Bachelor’s Degree or higher issued from a US institution of higher education; OR
- b. Foreign Academic Institution (scholar’s home institution)
  - i. Signed letter stating that the scholar is an employee or student at the institution, AND
    1. English is the scholar’s native language; OR
    2. English is the language of instruction at the institution; OR
    3. The scholar teaches, or conducts research or business in English on a day-to-day basis at the institution.

### 3. English Language Test Score

Scholars may submit an English language test score as proof of English proficiency. Minimum scores are based on undergraduate admissions standards at the University of Oregon. Please review the current UO requirements at:

<http://admissions.uoregon.edu/international/test-scores>

### 4. Native Speaker of the English Language

Complete verification form (attached) certifying that the scholar is a native speaker of the English language and a citizen of an English-speaking country.



## English Language Proficiency Interview Verification

Department:

Name of Interviewer:

Interviewer title:

Name of Interviewee (visiting scholar):

Date of Interview:

Start Time:

End Time:

Interview was conducted

in person

by videoconferencing

by phone (only if videoconferencing is not a viable option)

Notes:

Under penalty of perjury, I hereby certify that I conducted the above interview in English, and it is my professional opinion that the above exchange scholar possesses sufficient proficiency in the English language to successfully participate in the planned exchange project or program at the University of Oregon and has the ability to function in English on a day-to-day basis.

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Signature

Date



**English Language Proficiency**  
**Verification that Exchange Visitor is a  
Native Speaker of the English Language**

Under penalty of perjury, I hereby certify that I have reviewed the Exchange Visitor's biographical documents and have verified that he or she is the citizen of a country where English is the native language. The Exchange Visitor is a native speaker of the English language and therefore possesses sufficient proficiency to successfully participate in the planned exchange project or program at the University of Oregon and function in English on a day-to-day basis.

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Signature

Date