### J-1 SCHOLAR APPLICATION FORM

Please complete this form if your department would like to invite a citizen of a foreign country to observe, teach, or conduct research at the University of Oregon.

Research scholars or professors may stay for a maximum of 5 years. Prior teaching or research while on a J visa sponsored by another organization in the U.S. could reduce the number of years of eligibility. There is a 3-week minimum stay.

**Application Checklist:** 

Financial Verification Document(s)

Copy of passport ID page

**UO Contract or Courtesy Appointment** 

Documentation of English Proficiency

Resume / CV

- Short-term scholars may stay for a maximum of 6 months. NO EXTENSIONS. No minimum stay. This category does not trigger the 24 month or 12 month bar between periods of J status.
- Specialists may stay for a maximum of one year. There is a 3-week minimum. This category is used for experts in specific field of specialized knowledge (e.g. museum exhibitions, international educational exchange, library science).

After receiving a **completed application** from the UO department (see checklist), the Division of Global Engagement (DGE) will prepare a DS-2019 form and welcome packet within two weeks. DGE will send the packet to the department for mailing to the Exchange Visitor. The Exchange Visitor will use the DS-2019 to apply for a J-1 visa at a U.S. Embassy or Consulate and for entry into the United States.

Exchange Visitor Information	J-1 Category while at the UO:	
	☐ Research Scholar ☐ Short-term Scholar	
JO ID#:	☐ Professor ☐ Specialist ☐ Undergrad Student	
(optional)	·	
Sponsoring Department	_	
Passport name:Family Name		
Family Name	First Name Middle Name	
Birth date:	E-mail Address:	
Month/Day/Year		
☐ Female ☐ Male	City of Birth:	
Country of Birth:	Country of Citizenship:	
Country of Permanent Residence:		
Title of Job in Home Country:		
ype of Employer in Home Country (e.g. universi	ty, private company, government):	
Requested Start Date of DS-2019:	Requested End Date of DS-2019:  MM/DD/YYYY	
Has scholar previously been on a J-1 visa? ☐ Y		
If yes, in what category? Ple	ease specify dates:	
s there the possibility that the scholar will extend hi	s or her stay beyond six months? <b>\(\Delta\) YES \(\Delta\) NO</b>	
•	• •	

\*If yes, please complete the "J Scholar Transfer In Form"

Scholar's Educational/Profes	ssional Field					
Describe the specific UO teaching or research activity of the scholar:						
Home Country Address (Non-L	U.S.):					
Home Country Telephone:						
Information about Far Please include only family m	•		will accompan	y exchange vis	sitor 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:			······		<u>_</u>	
Country of Perm. Residence:	·					
Gender (Female/Male):						
Email Address:					······	
Financial Information During the scholar's progran		following finan	cial support (\$	USD) will be pı	rovided by:	
☐ University of Oregon: mu	ıst provide c	opy of UO con	tract	\$	<b>3</b>	
☐ U.S. Government Agency international exchange from support is considered UO fur	one or more U			wise,	s	
☐ International Organization	n(s):			\$		
☐ Exchange Visitor's Government					<b>i</b>	
☐ Bi-national Commission of the Visitor's Country					<b>i</b>	
☐ All other organizations providing support:					<b>i</b>	
☐ Personal Funds					<b>)</b>	
FINANCES MUST BE VERIFII A document that verifies the abo		upport (e.g. UO d	contract, a letter o		the visitor's home	

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: <a href="https://isss.uoregon.edu/J-1/dept\_app">https://isss.uoregon.edu/J-1/dept\_app</a>.

Contact Information				
This appointment is: ☐ Contract ☐	Courtesy			
Department Name:				
Department Address:				
Supervisor of Exchange Visitor at UO:				
Name	E-mail	 Telephone		
Office/Department Contact (Completed Contact):	d DS 2019 and Welcome Packet will be	mailed to the Department		
Name	E-mail	Telephone		
<b>UO Department Approval</b>				
Approval of UO Department Head:				
Name	SIGNATURE	Date		
Secondary UO Department	/ Site of Activity			
•	rch or teaching in a second departmen	t. please list:		
Department Name:	•			
Department Address:				
Supervisor of Exchange Visitor in Sec	ond Department:			
Name	E-mail	Telephone		
Name of Second Department He	ead			
Have you received approval from activities there?  ☐ YES ☐ NO	n the second department chair/h	ead for the scholar's		
Please contact ischolar@uoregon.edu wi	th any questions about this form.			
Please return this application with all sup Scholar Services, Division of Global Eng 330 Oregon Hall • 5209 University of Ore Phone (541) 346-3206 • Fax (541) 346-1	agement	<u>ars</u>		

## **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 postsecondary 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)
  - 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

Signature	Date
professional opinion that the a	reby certify that I conducted the above interview in English, and it is my above exchange scholar possesses sufficient proficiency in the English language he planned exchange project or program at the University of Oregon and has the naday-to-day basis.
Notes:	
Interview was conduct in person by videoconfe by phone (on	
Start Time:	End Time:
Date of Interview:	
Name of Interviewee (	visiting scholar):
Interviewer title:	
Name of Interviewer:	
Department:	



# 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 and have verified that he or she is the citizen of a country when	ere English is the native language. The Exchange
Visitor is a native speaker of the English language and therefore successfully participate in the planned exchange project or prince in English on a day-to-day basis.	· · · · · · · · · · · · · · · · · · ·
Signature	Date