

BRINGING J-1 EXCHANGE VISITORS TO PAU

Visiting international scholars or professors at PAU will need to apply for a J-1 visa. A requirement to apply for this visa is a form called the DS-2019, which PAU is NOT authorized to issue. PAU partners with The Institute for International Exchange (IIE) which will issue the DS-2019 forms on our behalf at the costs and procedures noted below.

The J-1 Exchange Visitor visa program is overseen by the U.S. Department of State and has several sub-categories. The Exchange Visitor categories that PAU can utilize via IIE, are:

Research Scholar: An individual primarily conducting research for more than 6 months. Research Scholars can also teach.

Short Term Scholar: An individual coming the U.S. on a short term visit (less than 6 months) for the purpose of researching and teaching.

Professor: An individual primarily teaching courses for more than 6 months. Research Scholars, as is clear from their title, can also conduct research.

Each of these categories has specific parameters and regulations to consider. Once at PAU, the J-1 exchange visitor should be provided an office and a supervisor, as well as cross-cultural experiences.

IIE requires completed applications to be submitted at least two months prior to the start date of the Exchange Visitor program!

COSTS TO PAU:

\$750 - Yearly membership to Institute for International Exchange. Members receive a 50% discount on J-1 sponsorship (DS-2019 issuance).

\$1500 – up to 12 month stay Research Scholar/Professor, \$500 each 12 month extension

\$1500 – 6 month Short Term Scholar

\$500 – Dependent/child/spouse of J-1 Exchange Visitor

\$750 – Fee for expedited service

Stipend / Salary of Exchange Visitor (flexible)

COSTS TO EXCHANGE VISITOR (or PAU if desired):

Health Insurance (costs vary) – if through IIE \$184.63/month

Minimum living expenses estimated at \$30,000/year (+\$18000 spouse, +\$9000 child)

\$220 - SEVIS Fee (SEVIS = Student and Exchange Visitor Information System)

\$160 - Visa Application Fee

\$50 - DS-2019 Reissuance Fee (if lost/stolen)

\$25 – Travel Validation Fee

REQUIRED DOCUMENTATION from PAU

Offer letter

Three sentence description of professor's scholar's duties.

Two paragraph description of how visit will promote mutual enrichment between PAU and overseas institutions.

REQUIRED DOCUMENTATION FROM VISITOR

Curriculum Vitae, in English

Copy of Passport data page (passport expiration date must be at least six months past the end date of the program)

A copy of highest degree earned

Scholar's bank statement that shows a minimum of \$2500/month (more if accompanied by spouse and/or children)

Proof of English Proficiency

- 1) A valid score from a recognized English Language test (TOEFL, IELTS, etc).
- 2) Official written confirmation of English-language proficiency from an academic institution (PAU can provide a letter) or English-language school.

If documentation is not uploaded, IIE will schedule a Skype interview during the evaluation process.

Please note that if you are thinking about hosting an international professor or scholar, you are encouraged to contact Lisa Harris at lharris@palou.edu to begin discussions as early as possible. There are major budget implications to your department and legal considerations that must be in order before it is prudent to make any kind of offer.