

Exchange Scholar/Researcher

Request for Extension of DS-2019



To request an extension of your J-1 status up to the maximum period allowable under the regulations (as of Nov. 18, 2007 five years of J1 research scholars and professors), you must complete and submit this form to The Global Engagement Office (GEO) in person, or by email along with supporting documentation.

1. Exchange Visitor Name: _____
2. Sponsoring Department: _____
3. Supervisor's Name: _____
4. Please indicate source and amounts of financing:
 - Personal Funds \$ _____
 - Departmental Funds \$ _____
 - Government Funds \$ _____
 - o If Government Funds Name of Agency: _____
 - Other \$ _____
 - o If Other Name of Agency: _____
5. Exchange Visitor Signature: _____ Date: _____
6. E-mail: _____ Phone: _____

SUBMISSION CHECKLIST

1. **This completed form requesting an extension**
2. **Departmental Letter:** a letter, on departmental letterhead, signed by the supervising faculty member, and Dean, stating:
 - a. Your position title
 - b. The proposed dates of extension
 - c. The amount and source of funding
3. **Funding** If your stay is not supported by NEOMED funding, you will need to provide GEO proof of funds
 - a. External grant award letter (dates & amounts included)
 - b. Personal bank statement (dated within one month)
 - c. Government letter (dates & amounts included)

MINIMUM REQUIRED EXTERNAL FUNDING	
Exchange Visitor	\$1,800 per month
Per each Dependent	\$200 per month

A signed offer letter, can be taken in lieu of proof of funding letter.

4. Proof of Medical Insurance

Insurance must be compliant with State Department regulations regarding coverage.

PREPARATION OF NEW DS-2019

- a. With this information the Global Engagement Office will prepare a new DS-2019 form reflecting the extended period.
- b. Your request for an extension must be completed before the program end date as noted on your DS-2019 form.
- c. Please note that a new DS-2019 will be issued to reflect the new period of stay.
- d. The new DS-2019 document legally extends your J-1 visit as long as you remain in the U.S. If you have a spouse or child(ren) in J-2 status, their stays will also be extended.

IMPORTANT INFORMATION

- a. **Medical Insurance** – You must have medical insurance coverage during your complete stay in the U.S.
- b. **Valid Visa** – If your visa has or will expire, there is no problem as long as you are in the U.S. Should you travel outside the U.S. during this new period of valid J-1 status you must apply for a new J-1 visa stamp in your passport with your new DS form.
 1. A provision in federal regulations, known as Automatic Visa Validation permits you to leave the U.S. and return on an expired visa under certain conditions.
 - i. Only applies on temporary visits to Mexico, Canada and adjacent territories
 - ii. Time out of the U.S. must be less than 30 days
 2. There is some risk involved and there are no guarantees that you will be permitted reentry to the U.S.
 3. If your current J-1 visa has expired, you will use the new DS-2019 to apply for a new J-1 visa stamp at a US Embassy or Consulate outside the U.S.

If you have any further questions or concerns feel free to contact the office at
vtorres@neomed.edu or 330.325.6184