

Exchange Visitor (J-1) Pre-arrival information

PURPOSE OF EXCHANGE VISITOR PROGRAM:

The broad purpose of the Exchange Visitor Program is to promote international education and cultural exchange in order to develop mutual understanding between the people of the United States and other countries. Exchange programs exist in a variety of formats and permit visitors to come to this country for a wide range of activities. The Exchange Visitor Program at JSA/Jefferson Lab provides opportunities for research.

Special conditions of the Exchange Visitor Program:

The maximum length of stay as an exchange visitor is as follows:

- Research Scholar – Five (5) years
- Short-term Scholar – Six (6) months, no extensions
- Specialist – One (1) year, no extensions

RESPONSIBLE OFFICERS:

JSA/Jefferson Lab (Jefferson Science Associates, LLC/Thomas Jefferson National Accelerator Facility) is authorized to sponsor an Exchange Visitor Program. The approval by the United States State Department allows JSA/Jefferson Lab to issue DS-2019 forms for visiting research scholars, short-term scholars, and specialists.

Sue Ewing, is designated the Responsible Officer for the Exchange Visitor Program, with overall responsibility for administering the program in accordance with regulations. Sue can be reached at (757) 269-7687 or ewing@jlab.org.

Tara Wilkerson, is designated the Alternate Responsible Officers. Tara can be reached at (757) 269-7598 or wilkerson@jlab.org.

Upon arrival, exchange visitors must report to the Varc front desk (Building 28). Please bring your passport and entry documents, along with those of all family members. In addition, information regarding any other visits to the U.S., regardless of visa category, will be required. Any questions concerning your status should be addressed to one of the responsible officers.

TRAVEL INFORMATION:

To enter the United States in J-1 status there is a three step process:

1. In accordance with U.S. State Department regulations, the inviting institution issues a form DS-2019 and invitation letter
2. You must present these documents along with receipt for payment of the I-901 fee, and a valid passport to an American Consulate in your home country. The Visa Officer may ask you to document funding that does not come directly from the JSA/Jefferson Lab (with such items as a letter of award or support, a bank statement, proof of income, etc.) or to document credible evidence that you will depart the U.S. at the end of your

stay, which shows that you have strong family, social, employment, and financial ties to your home country. If your dependents will accompany you, they will need J-2 visas, and you should take their passports with you to the consulate. Be prepared to show proof of marriage to your spouse and parenthood of each child.

3. After obtaining a J-1 visa, you must also pass Immigration inspection at the port-of-entry to enter the United States.

****Special notes****

- Please note that visas are issued at the discretion of the Consul, and presenting a properly executed DS-2019 does not necessarily guarantee the issuance of a visa
- Upon arrival – Check-in at Varc front desk (building 28)
- Canadian business travelers may apply for admission at a U.S. port of entry without first obtaining a nonimmigrant visa. These documents below will be required at the port-of-entry:
 - a. Evidence of identity and Canadian nationality (Passport)
 - b. Evidence of a residence in Canada and intent to depart the U.S.
 - c. Documentation describing the traveler's business purpose

I-94 DEPARTURE RECORD CARD; FORM DS-2019:

When you arrive in the United States, a Department of Homeland Security Officer at the port-of-entry will issue you an I-94 Departure Record and will endorse your Form DS-2019; you should keep both in your passport. These documents are proof of your J-1 status and you will need them for such purposes as extending your permission to stay in the United States and re-entry to this country after a temporary absence abroad. You should keep all copies of Form DS-2019 permanently. After your arrival, it is also advisable to photocopy the identification pages of your passport, your visa stamp, I-94 Departure Record card, and Form DS-2019 to keep separately from the originals.

MEDICAL INSURANCE REQUIREMENT:

Under a rule effective September 4, 1994, Exchange Visitors in the United States must carry health insurance for themselves and their dependents for the full duration of their program. Government regulations stipulate that if, after that date, they willfully fail to carry health insurance for themselves and their dependents, the sponsor must terminate the program and report the termination to the United States State Department. The State Department has established the following requirements for the type and amounts of coverage you must carry if you hold J-1 or J-2 status:

Required Insurance Specifications

- Medical benefits of at least \$50,000 per person for each accident or illness

- If you should die in the United States, the policy must provide at least \$7,500 in benefits to send your remains to your home country for burial
- If, because of a serious illness or injury, you must be sent home on the advice of a doctor, the policy must pay up to \$10,000 for the expenses of your travel
- The policy may establish a waiting period before it covers pre-existing conditions (health problems you had before you bought the insurance) as long as the waiting period is reasonable by current standards in the insurance industry
- Most insurance policies require you to cover part of your health expenses yourself (your part is called the deductible) before the company pays anything. The J-1 regulations limit the deductible to \$500 per accident or illness
- The insurance company must pay at least 75% of covered medical expenses
- The policy must be backed by the full faith and credit of your home country government or the company providing the insurance must meet minimum rating requirements

If you will be an employee of JSA/Jefferson Lab, you will be eligible to join JSA/Jefferson Lab's employee health plans and pay associated premiums.

JSA/Jefferson Lab offers an insurance plan for all non-employees that meet all of the criteria for minimum coverage. If you need to purchase this insurance, you will need to make arrangements to have these funds available to purchase insurance when you arrive at the Laboratory.

HOME COUNTRY PHYSICAL PRESENCE REQUIREMENT – INA 212 (e):

The purpose of this requirement is to make it possible for the "home country" to benefit from the Exchange Visitors' experience in the United States.

Exchange Visitors, whose programs are financed in whole or in part, directly or indirectly by either their government or the U.S. government, are required to reside in their home-country for 2 years following completion of their program before they are eligible for immigrant status. Likewise, if exchange visitors are acquiring a skill that is in short supply in their home country they will be subject to the same two-year home residence requirement. The U.S. Department of State reserves the right to make the final determination regarding 212 (e). If you have additional questions regarding this requirement please raise them with the Consular Officer when you apply for your visa, or if you believe your DS-2019 was marked in error please see one of the responsible officers.

If you have any questions please feel free to contact one of the Responsible Officers.