



## MEMORANDUM

To: Jefferson departments sponsoring J-1 exchange visitors  
From: Janice Bogen, Assistant Vice President, International Affairs  
Date: August 1, 2012  
Subject: J-1 Visa Exchange Visitor Program - Institutional Commitment

### PURPOSE

To ensure Jefferson's compliance with U.S. Department of State (DOS) program regulations for the sponsorship of J-1 exchange visitors. The J-1 Visa Exchange Visitor Program is a DOS program which is administered by Thomas Jefferson University for the purpose of international exchange in education and research.

In order to maintain Jefferson's ability to host international researchers through this government program, Jefferson is required to comply with and uphold program requirements. Failure for the institution to uphold program requirements could result in the loss of Jefferson's designation to host J-1 exchange visitors, which includes research scholars, short-term scholars, professors and students.

### POLICY

Jefferson departments and affiliated institutions invite and sponsor J-1 exchange visitors who are self-funded for their research programs. These personal funds are demonstrated in the form of personal bank accounts or family support that is funding other than that which is from their government, home country institution or an international organization. Reinterpretation of J-1 program exchange regulations by DOS requires Jefferson's Office of International Affairs (OIA) to ensure compliance with the definition of a true exchange of international researchers.

Effective July 1, 2012, evidence of departmental commitment to the prospective J-1 exchange visitor is required for OIA to issue the DS-2019 Certificate of Eligibility for the J-1 Status.

### SCOPE

This policy applies to all Jefferson departments and affiliates who invite or extend programs for J-1 exchange visitors on personal funding.

### PROCEDURE

Effective July 1, 2012, all requests for inviting or extending programs for J-1 exchange visitors on personal funds must demonstrate institutional commitment in order for Jefferson to sponsor the J-1 research program. Acceptable forms of institutional commitment may include, but are not limited to **one or any** combination of the following:

- Monetary compensation (i.e., salary, stipend or honoraria) in amount agreed upon by department and OIA
- Reimbursement of health insurance that complies with the J-1 Exchange Visitor regulations
- Reimbursement or subsidy of housing, living or research expenses

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