

# North Dakota State University

## Policy Manual

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### SECTION 305

#### HEALTH INSURANCE FOR INTERNATIONAL SCHOLARS

SOURCE: NDSU President

1. NDSU invites international exchange scholars for the purposes of research teaching, and other scholarly activities. Scholars who are issued a J-1 (Exchange visitor) visa are given a specified time frame as indicated on the State Department Form DS 2019.
  - 1.1 Exchange scholars who are paid by NDSU and whose employment period is at least 20 hours per week and for 20 weeks per year or more should receive benefits. Sponsoring NDSU departments are responsible to assure that funding for these exchange scholars includes the amount for benefits.
2. Federal regulations require exchange scholars on a J-1 visa and accompanying dependents to have health insurance in order to insure their welfare while in the United States. The institution admitting the exchange scholar is responsible for ensuring that the appropriate coverage is provided as specified by those regulations.
3. The NDSU departmental representative who has invited an exchange scholar, with the assistance of the Office of International Programs, is responsible for ascertaining the following: that prospective exchange scholars understand the health insurance requirements; that adequate funds are provided for the insurance coverage of the exchange scholar and his/her dependents; and that the appropriate coverage is obtained after arrival at NDSU.
4. Funding for the health insurance may be provided by one of three sources: the inviting department, sponsoring agency, or the scholar. Agreement must be made in writing to indicate that the exchange scholar is responsible for utilizing his/her funds for the purchase of health insurance for him/herself and dependents upon arrival.
5. The Office of International Programs and/or the Office of Human Resources/Payroll will assist faculty members, departments, and exchange scholars by; providing information regarding the plans; explaining the requirements; and, providing appropriate application forms as necessary.
6. The information intake forms completed by the department representative for the Office of International Programs must include the selected health insurance plan and the funding source. The DS 2019 will be issued only after this information is provided.
7. Non-compliance with the federal regulations could lead to sanctions or termination of NDSU's Exchange Visitor Program.

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#### HISTORY:

New	January 1995
Amended	August 1996
Amended	October 2007
Amended	October 2010
Housekeeping	April 2, 2012