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[Faculty Immigration Services](#)

Old Main #201, Dept 2000

(701) 231-8052 (office)

(701) 231-7131 (fax)

As administrators of NDSU's J-1 Exchange Program, Faculty Immigration Services is charged with the responsibility of ensuring that NDSU complies with all federal regulations governing the US State Department's Exchange Visitor Program.

There are different categories within the J-1 visitor status and each category has its own associated regulation. **Please carefully choose which category to use for your visitor, as your choice may have a lasting impact on the visitor's ability to return to the US in the future.**

**\*Note: Changes in activities and/or categories are not allowed after the visitor arrives in the US** (ex: changing from Research Scholar to J-1 Student)

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**Category**

- SHORT-TERM SCHOLAR (6mos, maximum) No extensions beyond 6 months; Also used for short-term visiting researchers/profs.
- RESEARCH SCHOLAR (7mos - 5yrs) Research only; **Visitor cannot return in this category for 2 years**
- VISITING PROFESSOR (7mos - 5yrs) Teaching at NDSU + research, **Visitor cannot return in this category for 2 years**
- SPECIALIST (12mos, maximum) Visitor is an expert in a specialized field (ex: theater, musician, etc.)

Program Begin Date

Program End Date

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**Visitor Information**

Last/Surname

First/Given Name

Visitor's e-mail address

**Detailed summary** of the research that the visitor will participate in while at NDSU (25 words or less)

**Funding/ Financial Support**

Visitor will be financially supported by his/ her home institution or home government

\$ \_\_\_\_\_ x \_\_\_\_\_ months

**NDSU Funding**

Visitor will be an employee of NDSU (salary)\*

Visitor will be supplemented by NDSU

\$ \_\_\_\_\_ x \_\_\_\_\_ months

**Medical Insurance**

United Health Care (non-benefitted)

NDPERS (benefitted)\*

**\*NORTH DAKOTA REGULATION: Benefits must be offered** to visitors who are paid by NDSU and **work 20+ hours/week for more than 5 months.** ("Benefits" include more than medical insurance.) Contact HR with questions.

**\*SUPPLEMENTAL COVERAGE FOR BENEFITTED EMPLOYEES:** Federal regulations require all J1 visitors and their J2 dependents to have health insurance coverage at specific levels. The Faculty Immigration staff will assist employees with enrolling in this coverage after they arrive to the U.S.

**English Proficiency**

The US State Department requires sponsors to use an "objective measurement of English language to determine a visitor's English proficiency" and file documentation.

Conducted an interview (Skype, Telephone, Video-conference, In-person)

Visitor will provide results from a US-recognized English language test (TOEFL, TOEIC, IELTS, Pearson's)

Visitor will provide evidence of recent coursework in English (taken within past 2 years)

Export Controls has been addressed. The Visiting Scholar Visiting Researcher (VS/VR) form has been completed and forwarded to [Research and Creative Activity](#) at [nds.exportcontrols@nds.edu](mailto:nds.exportcontrols@nds.edu) **Contact (701) 231-6455 for help** with the form.

Yes      No

**Signatures**

**HOST Faculty Member**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
(digital) Signature

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Date

**Department Chair/Head/Director**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
(digital) Signature

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Date