

**REQUEST FOR DS-2019/J1
VISA SPONSORSHIP**

To be completed by the Brooklyn College Department sponsoring international professors and research scholars on a J-1 visa.

At least two months prior to the visitor's proposed appointment date (including extensions), please complete this form with signatures and send it with a copy of the invitation letter, the picture page(s) of all passport(s) (J1 and any J2 dependents), supporting financial document(s) in U.S. dollar amounts, and the completed "English Proficiency form" to:

Office of International Student and Scholar Services
2900 Bedford Ave., West Quad 235
Attn: Keisha Wilson
Tel: (718) 951-4477
Fax: (718) 951-4287
Email: Keisha.Wilson@brooklyn.cuny.edu

NOTE:

- The stay of a J exchange visitor coming to the US as Professor or Research Scholar is limited to 5 years including previous continuous time spent at another institution under the J-1 status. Also, the J applicant might be affected by either the 12-month or 24-month bar or 212e. Please contact the Office of Human Resources for more information about these limitations and requirements.
- Applications for J-1 status appointed to a tenure or tenure-track position will not be accepted.

A. SPONSORING DEPARTMENT AT BROOKLYN COLLEGE

1. School: _____ Dept. _____
2. Address: _____
3. Sponsoring Faculty Member (please print): _____
4. Signature of sponsoring Faculty Member: _____
5. Signature of Dept. Chairperson: _____ Date: _____
6. Signature of Dean: _____ Date: _____

**REQUEST FOR DS-2019/J1
VISA SPONSORSHIP**

B. MAILING OF DS-2019 TO SCHOLAR (VIA UPS)

1 Address where DS-2019 should be mailed.

Address Line 1 _____

Address Line 2 _____

City _____ Postal Code _____

Province _____ **COUNTRY** _____

2 Destination telephone number: _____

E-mail address: _____

C. SCHOLAR INFORMATION

1. _____ **Male** _____ **Female** _____

(Family name) (Given name) (Middle)

»»As it appears in passport««

Please attach a copy of the picture page of passport.

Born _____ in _____
(month/day/year) (city) (country)

3. Single _____ Married _____

If married, will spouse accompany scholar and need J-2 status? No _____ Yes _____.

Will children accompany scholar and need J-2 status? No _____ Yes _____.

Note: If you answered "yes" to either of the questions above, please see page 4.

4. Country of citizenship: _____

Country of legal permanent residence: _____

5. Highest degree obtained: _____ in what field? _____

6. Current occupation in home country: _____

(if undergraduate or graduate student, indicate so)

**REQUEST FOR DS-2019/J1
VISA SPONSORSHIP**

7. Current employer in home country (if applicable): _____

8. Has appointee previously visited Brooklyn College? No ____ Yes ____

If yes, when and on which visa type(s)? _____

9. If this appointee has ever been in J-1 status in the U.S., please list the dates (category and length) and purpose of stay within the last 2 years - if none - enter "none".

DO NOT LEAVE THIS QUESTION BLANK

10. If appointee is already in the U.S. and will not be leaving before the begin date of the appointment at Brooklyn College, please provide the following:

- a) Current visa status? (**B/B2, WB/WT, F-1, J-1, etc.**) _____
- b) Please attach a photocopy of the front and back of his/her I-94 card (as well as those of any accompanying family members). If currently on a J-1 visa and transferring to Brooklyn College, attach a photocopy of all of his/her pink IAP-66 forms related to the current J-1 program.

D. APPOINTMENT AT BROOKLYN COLLEGE

This is ____ a new J-1 appointment ____ J-1 extension ____ a transfer of J-1 status from another institution.

1. FOR EXTENSIONS ONLY: Please submit a photocopy of appointee and any J-2 dependents' current I-94 card(s).
2. FOR EXTENSIONS ONLY: Does he/she plan to travel outside U.S. before the begin date of his/her next appointment?
No ____ Yes ____

3. Official University Title: _____

4. Brief description of duties and in what field:

5. Length of appointment for which funding is available [limit 5 years]:

To Begin: _____: To Terminate: _____

(month/day/year)

(month/day/year)

**REQUEST FOR DS-2019/J1
VISA SPONSORSHIP**

E. FINANCIAL SUPPORT FROM ALL SOURCES WHILE AT BROOKLYN COLLEGE

NOTES:

- Amount must be confirmed in U.S. dollars.
- Appointees should be prepare to have a minimum of \$2000/month for living expenses and an additional \$650/month for spouse and \$300/month per child, assuming they are receiving health insurance, and more if they are not.
- Please attach current supporting financial documents in U.S. dollar amounts

Check below all applicable means of support and indicate amounts:

A. ____ Brooklyn College (Including funding from grant money awarded to Brooklyn College):

U.S. \$ _____ per _____
(amount) (period)

B. ____ The Exchange Visitor's Government: U.S. \$ _____ per _____
(amount) (period)

Name of the Government Agency _____

C. ____ Other Sources (e.g. employer, relative): U.S. _____ per _____
(amount) (period)

Name of the source: _____

D. ____ Personal Funds: U.S. \$ _____ per _____
(amount) (period)

Signature of Sponsor

Date

Chairperson's Approval

Date

**REQUEST FOR DS-2019/J1
VISA SPONSORSHIP**

**THIS SECTION SHOULD ONLY BE COMPLETED BY J-1 APPLICANTS WITH
ACCOMPANYING DEPENDENTS THAT WILL REQUIRE J-2 VISAS**

Spouse

1. _____ Male _____ Female _____
(family name) (given name) (middle)

»»As it appears in passport««

Please attach a copy of the picture page of all passports

2. Born _____ in _____, _____
(month/day/year) (city) (country)

3. Country of citizenship: _____

Country of legal permanent residence: _____

Child 1

1. _____ Male _____ Female _____
(family name) (given name) (middle)

»»As it appears in passport««

2. Born _____ in _____, _____
(month/day/year) (city) (country)

3. Country of citizenship: _____

Country of legal permanent residence: _____

Child 2

1. _____ Male _____ Female _____
(family name) (given name) (middle)

»»As it appears in passport««

2. Born _____ in _____, _____
(month/day/year) (city) (country)

3. Country of citizenship: _____

Country of legal permanent residence: _____

*******Please use the back of sheet for additional dependents.**