

RESPONSIBILITIES OF A J-1 SCHOLAR

Persons in J-1 status are responsible for learning, understanding, and complying with U.S. federal laws and regulations governing the J visa. Failure to do so will violate the J-1's status in the U.S. My responsibilities include but are not be limited to the following:

Report Address Changes to the International Services Office (ISO)

U.S. federal regulations require all J-1s to report a change of address within 10 days of the address change to the ISO. The U.S. federal government requires J-1s to report this directly to ISO. ISO is required to provide this and other scholar data to the federal government electronically. No other university office is authorized by the federal government to process this data, though other offices may also need to be notified of this change.

Report Departure Date and Reason to ISO

Periodically, J-1s leave the university early or unexpectedly due to a variety of reasons. U.S. federal regulations require J-1s to inform their advisor in the International Services Office if they plan to permanently leave LSU HSC-New Orleans before the expiration date of their DS-2019 form as well as the reason for doing so.

Report Changes in Program to OIS

J-1s must notify the ISO whenever there is a change in their program activity or program dates.

Abide by Employment Regulations

J-1s may conduct their program activity only at LSU HSC New Orleans unless specifically authorized **ahead** of time by ISO to conduct their research at another site or give a lecture or consultation at another institution or organization. J-1s must contact the ISO ahead of time if invited to speak or consult at another institution or organization.

Maintain Adequate Health Insurance

J-1s must maintain adequate health insurance for themselves and any dependents in J-2 status throughout their stay in the U.S.

Apply for an Extension Prior to the DS-2019 Expiration

J-1s must apply for an extension before their DS-2019 form expires if they intend to stay at LSU HSC New Orleans past the expiration on their current form. J-1s in the Research Scholar or Professor categories currently have a maximum of five years to complete their J-1 program. Short-term scholars have 6 months, and no extensions are available. The J-2 dependents' program duration cannot exceed that of the J-1.

Receive Transfer Authorization Prior to Leaving LSU HSC New Orleans

J-1s must receive authorization from the ISO before leaving LSU HSC New Orleans in order to transfer to another institution.

Depart the U.S. within 30 Day Grace Period

J-1s must depart the U.S. within 30 days of DS-2019 expiration date or program end date, whichever is earlier, unless they have applied for a change of status with the U.S. Citizenship & Immigration Services.

Obtain Travel Signature Prior to Departing the U.S.

J-1s should obtain their RO/ARO's signature on their DS-2019 form prior to traveling outside the U.S. This signature is valid for one year or until the expiration date of the DS-2019 form, whichever is earlier.

Maintain Valid Documentation

A J-1 must maintain a valid passport and DS-2019 at all times that they are present in the U.S. before, during or after their J-1 program.

I have read and understood my responsibilities as a J-1 Scholar at LSU Health Sciences Center New Orleans.

Signature

Printed name

Date