UAB The University of Alabama at Birmingham

International Student and Scholar Services

BACKGROUND INFORMATION FOR J-1 EXCHANGE VISITORS

*Please complete and **upload** **this document to your folder** **in BOX** **(link or invitation sent by ISSS)** along with scanned copies of **ALL** the documents requested on page 4.*

SECTION 1: BIOGRAPHICAL INFORMATION
As it appears on your passport

Name _____ _____
Last/Family Name First/Given Names

Male ☐ Female ☐ Married ☐ Single ☐

Date of birth (*month/day/year*) _____

City of birth _____ Country of birth _____

Country of legal permanent residence _____ Country of citizenship _____

Permanent residential address in home country:

_____ _____
Street Name and Number / district if any Apartment Number

_____ _____ _____
City State/Province (if any) Postal Code

Current personal email address _____ **Current phone number** _____

SECTION 2: EMPLOYEMENT

What is your current position/occupation in **home country**? OR What was your **last** position/occupation in your **home country**?

_____

Name of the employer and type of employer (university, private research institute, hospital etc.)

_____

Did you earn a medical degree in your home country? Yes ☐ No ☐

Will your UAB research opportunity involve clinical work or patient contact? Yes ☐ No ☐

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SECTION 3: IMMIGRATION HISTORY
Please answer all the questions

Are you currently at another US institution in J-1 status and transferring to UAB? Yes ☐ No ☐

If yes, please include a copy of your most recent form DS-2019 (see supporting documents below)

Are you currently in the US? Yes ☐ No ☐

↳ If yes, what is your current immigration status? _____

Have you ever been issued a Form DS-2019 by UAB or any other institution within the past two (2) years? Yes ☐ No ☐

Have you applied for a J-1 waiver? Yes ☐ No ☐

↳ If yes, have you received the Dept. of State recommendation letter? Yes ☐ No ☐

Have you applied for a green card? Yes ☐ No ☐

SECTION 4: FINANCIAL SUPPORT

Indicate the annual amount of financial support you will receive from each of the following sources. **You must show at least $2,000 per month / $24,000 per year in funding for yourself, AND an additional $5,000 per year per dependent for your spouse and each child under age 21 who will join you in the US in J-2 status.**

		AMOUNT
1.	UAB (*i.e.,* on UAB payroll, even if funds come from a federal agency)	$ _____
*2.	US government agency paying you directly	$ _____
*3.	International agency/organization	$ _____
*4.	Your home government	$ _____
*5.	Binational Commission of your home country	$ _____
*6.	Other organization(s) providing support	$ _____

(*For 2, 3, 4, 5, & 6, attach **PROOF** of such funds in the form of letters from sponsoring organizations, **current bank statements showing balance and liquidity of funds**, and/or an offer letter from the UAB department detailing support.)

Please inform ISSS office immediately of any change in financial support while at UAB
Email: isss@uab.edu

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SECTION 5: DEPENDENTS

If any dependents (*i.e.*, spouse or unmarried children under age 21) will accompany you to the US and stay with you the entire time, please provide the information below. If not, if they only want to visit you, they may not need a J-2 visa, please contact ISSS for more detailed information

For spouse: _____ Male ☐ Female ☐
Last/Family Name First/Given Name(s)

Date of birth (month/day/year) _____ City and Country of birth_____

Country of citizenship _____ Country of permanent residence_____

For 1st child: _____ Male ☐ Female ☐
Last/Family Name First/Given Name(s)

Date of birth (month/day/year) _____ City and Country of birth_____

Country of citizenship _____ Country of permanent residence_____

For 2nd child: _____ Male ☐ Female ☐
Last/Family Name First/Given Name(s)

Date of birth (month/day/year) _____ City and Country of birth_____

Country of citizenship _____ Country of permanent residence_____

For 3rd child: _____ Male ☐ Female ☐
Last/Family Name First/Given Name(s)

Date of birth (month/day/year) _____ City and Country of birth_____

Country of citizenship _____ Country of permanent residence_____

Please see page 5 for a list of required supporting documents

J-1 Acknowledgement Form

The J-1 Program is designed as an **Exchange Visitor program**, which means that the objective is "*to increase mutual understanding between the people of the United States and the people of other countries by means of educational and cultural exchanges*." J-1 Exchange Visitors are expected to return to their home country at the end of their program to share the knowledge acquired in the US.

****

I understand that I have been invited to UAB to perform a specific research program in a specific physical location with a specific supervisor.

I understand that I am not authorized to perform any work during my stay at UAB other than that described in the offer/invitation letter I received from my UAB sponsor.

I understand that I must attend a mandatory international orientation session with ISSS within the first week of my arrival at UAB to learn more about my rights and responsibilities as a J-1 Exchange Visitor.

I understand that if I decide to leave UAB early, transfer to another institution, or change labs within UAB, I must give sufficient notice to my supervisor. I understand that standard professional courtesy in the US is to give my supervisor at least 30 days' notice if I intend to leave or change labs.

I understand that *I alone* am responsible for:

a) **Complying with all federal laws and regulations, including those of the United States Department of State's Student and Exchange Visitor Program (SEVP), which governs my stay in the US.**
b) **Maintaining my lawful immigration status by not engaging in inappropriate activities.**
c) **Notifying ISSS staff of any changes in my physical lab location, home address, or insurance coverage within 10 calendar days; and**
d) **Notifying ISSS staff of any changes in my financial support during my stay at UAB.**

I understand that the Board of Trustees of the University of Alabama (*i.e.,* UAB), its faculty, staff, agents, and employees—including ISSS staff—***will not*** be liable for any difficulties I may experience resulting from my failure to maintain proper lawful immigration status.

VERIFICATION OF UNDERSTANDING. By signing below, I verify that I have read this document and understand its contents. Since it is my responsibility to maintain lawful immigration status in the United States, I hereby release and hold harmless the Board of Trustees of the University of Alabama, its faculty, staff, agents, and employees—including ISSS staff—from any claim that could result from my failure to maintain lawful immigration status in the United States.

_____ _____
Print Name Date

_____
Signature

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SUPPORTING DOCUMENTS

Please read the chart below **CAREFULLY** and upload ALL relevant documents to BOX.

Who?	Current situation	Documents requested
Primary applicant	**For all**	• Current passport biographical page • Current CV • Proof of health insurance – UPON ARRIVAL IN US • **If self-funded** – most recent bank statement • **If funded by an agency, home country government, or another outside source** – funding letter from the government / institutional sponsor
	If you are currently **in** the US – please provide these additional documents	• **If you are in J1 status and transferring to UAB** – completed International Scholar Transfer Clearance Form • Previous immigration documents (I-20s, DS-2019s, I-797 approval notice(s) etc.) • Previous visas • Most recent I-94
Dependents (spouse and child(ren) under age 21) **Only if they intend to accompany you for the duration of your program** **If not, please contact ISSS for further advice.**	**For all**	• Current Passport(s) biographical page(s) • Marriage certificate for spouse *(with certified English translation)* • Birth certificate(s) or adoption certificate(s) for child(ren) *(with certified English translation)* • Proof of health insurance – UPON ARRIVAL IN US
	If they are currently **in** the US – please provide these additional documents	• Previous immigration documents (I-20s, DS-2019s, I-797 approval notice(s) etc.) • Previous visas • Most recent I-94