



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

SECTION I: BIOGRAPHICAL INFORMATION (as it appears on your passport)

Name Last/Family Name First/Given Names

Male Female Married Single

City of birth Country of birth

Country of legal permanent residence Country of citizenship

Date of birth (month/day/year)

Permanent residential address in home country:

Street Name and Number / district if any Apartment Number

City State/Province (if any) Postal Code

Mailing address - to send your immigration documents - (if different from above):

NOTE - in case of a transfer, we will give you the DS-2019 in person after the transfer is effective

Street Name and Number / district if any Apartment Number

City State/Province (if any) Postal Code

Current personal email address Current phone number

SECTION II: 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



INTERNATIONAL STUDENT & SCHOLAR SERVICES

The University of Alabama at Birmingham

SECTION III: IMMIGRATION HISTORY

Are you currently at another US institution in J-1 status? Yes [ ] No [ ]

If yes, name of your current US institution \_\_\_\_\_

If you are currently in J-1 status at another US institution and will be transferring your J status to UAB, please complete the International Scholar Transfer Clearance Form.

Have you ever been issued a Form DS-2019 by UAB or any other institution? 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 been in the US as a J-1 Short-Term Scholar within the past 6 months? Yes [ ] No [ ]

Have you been in the US as a J-1 Research Scholar/Professor at any time during the past 24 months? Yes [ ] No [ ]

Have you been in the US as a J-1 Short-Term Scholar within the past 6 months? Yes [ ] No [ ]

SECTION IV: 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.

Table with 2 columns: Source of support and Amount. Sources include UAB, US government agency, International agency, Your home government, Binational Commission, Other organization, and Your personal funds.

(\*For 2, 3, 4, 5, 6, and 7, 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



INTERNATIONAL STUDENT & SCHOLAR SERVICES

The University of Alabama at Birmingham

SECTION V: DEPENDENTS

If any dependents (i.e., spouse or children under age 21) will accompany you to the US/UAB and stay with you the entire time, please provide the following information:

For spouse: Last/Family Name, First/Given Name(s), Male/Female checkboxes, Date of birth, City and Country of birth, Country of citizenship, Country of permanent residence

For 1st child: Last/Family Name, First/Given Name(s), Male/Female checkboxes, Date of birth, City and Country of birth, Country of citizenship, Country of permanent residence

For 2nd child: Last/Family Name, First/Given Name(s), Male/Female checkboxes, Date of birth, City and Country of birth, Country of citizenship, Country of permanent residence

For 3rd child: Last/Family Name, First/Given Name(s), Male/Female checkboxes, Date of birth, City and Country of birth, Country of citizenship, Country of permanent residence

Please see next page for a list of required supporting documents



INTERNATIONAL STUDENT  
& SCHOLAR SERVICES

The University of Alabama at Birmingham

**SUPPORTING DOCUMENTS**

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

| Who?  | Current situation  | Documents requested   |
|---|--|---|
| Primary applicant   | <b>For all</b>   | <ul style="list-style-type: none"> <li>• Acknowledgement Form signed – <b>see below</b></li> <li>• Current passport biographical page</li> <li>• Current CV</li> <li>• Proof of health insurance (please refer to the insurance information sheet)</li> <li>• <b>If self-funded</b> – most recent bank statement</li> <li>• <b>If funded by an agency, home country government, or another outside source</b> – funding letter from the government / institutional sponsor</li> </ul> |
|   | If you are currently <b>in</b> the US – please provide these additional documents  | <ul style="list-style-type: none"> <li>• <b>If you are in J1 status and transferring to UAB</b> – completed <a href="#">International Scholar Transfer Clearance Form</a></li> <li>• Previous immigration documents (I-20s, DS-2019s, I-797 approval notice(s) etc.)</li> <li>• Previous visas</li> <li>• Most recent I-94</li> </ul>   |
| Dependents (spouse and child(ren) under age 21)<br><br><b>Only if they will stay with you the entire time in the US</b> | <b>For all</b>   | <ul style="list-style-type: none"> <li>• Current Passport(s) biographical page(s)</li> <li>• Marriage certificate / birth certificate(s) / adoption certificate(s) with certified English translation</li> <li>• Proof of health insurance</li> </ul>   |
|   | If they are currently <b>in</b> the US – please provide these additional documents | <ul style="list-style-type: none"> <li>• Previous immigration documents (I-20s, DS-2019s, I-797 approval notice(s) etc.)</li> <li>• Previous visas</li> <li>• Most recent I-94</li> </ul>   |



INTERNATIONAL STUDENT & SCHOLAR SERVICES

The University of Alabama at Birmingham

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.

Signature

Date

Print Name