

J-1 Professors, Scholars, and Specialists: Maintaining Status

Welcome to Pomona College. By signing Form DS-2019 and entering the U.S., you have agreed to “maintain status,” i.e., adhere to the applicable U.S. immigration regulations that govern your stay in the U.S. as an Exchange Visitor (EV). More information on these regulations can be found:

1. On page 2 of your Form DS-2019;
2. In the Exchange Visitor Program (EVP) Welcome Brochure we sent with your Form DS-2019: (<http://j1visa.state.gov/wp-content/uploads/2015/03/Brochure-The-Exchange-Visitor-Program.pdf>);
3. As part of the U.S. Department of State J-1 Visa EVP website: <http://j1visa.state.gov/>.

Immigration regulations are clear: It is *your* responsibility to learn, understand, and comply with these rules about maintaining status. Failure to maintain status can result in the termination of your program and affect your ability to remain in or return to the U.S.

This document summarizes the major obligations J-1 Professors, Scholars, and Specialists must observe in order to maintain status.

1. **Physically check in with Oldenberg shortly after your arrival on campus.**

Please physically check in with Oldenberg within 10 days of your arrival on campus or the start of your program, whichever is sooner. We need to validate your arrival and the beginning of your program in SEVIS; we will also make photocopies of certain documents and provide you with additional orientation information.

2. **Notify Oldenberg of your address upon arrival and any time you change your residential address, local telephone number, or email address.**

The Department of Homeland Security (DHS) requires EVs to update program sponsors within 10 days of any such change. You must also report these changes for J-2 dependents.

3. **Maintain active health insurance at all times.**

You must maintain active insurance for J-2 dependents as well. Insurance coverage must meet specific criteria as outlined by federal regulations. Consult Section (f) on page 2 of Form DS-2019 or check here under “Insurance”: <http://j1visa.state.gov/sponsors/how-to-administer-a-program/>.

4. **Maintain your program objective.**

You were granted a DS-2019 based on an academic objective agreed upon between you and your host department. The Department of State requires that this objective be maintained throughout your stay in J-1 status. If you plan to change your objective in any way, please notify Oldenberg about your plan in order to ascertain if it is allowable.

5. **Obtain authorization in advance for *any* additional employment.**

J-1 Professors, Research Scholars and Short-Term Scholars are eligible for incidental employment if they meet certain requirements. To work for an employer other than the program sponsor on their DS-2019, J-1 Professors, Research Scholars and Short-term Scholars must first obtain approval in writing from their J-1 program sponsor (Oldenberg). The requested employment may be for occasional lectures, short-term consultations, or more sustained or collaborative activity. Be aware that J-1 visa regulations require that such opportunities:

- a. be directly related to the objective of the J-1 Exchange Visitor’s program;

- b. be incidental to the J-1 Exchange Visitor's primary program activities;
- c. not delay the completion date of the J-1 Exchange Visitor's program; and
- d. be documented in SEVIS.

A J-2 spouse may obtain employment authorization by applying for an Employment Authorization Document (EAD) from United States Citizenship and Immigration Services (USCIS). The EAD is a work permit that allows the J-2 spouse to work full-time or part-time in any field. *J-2 spouses may not work without an EAD issued by USCIS.*

6. Notify Oldenburg of serious incidents or allegations involving the Exchange Visitor (EV) within 24 hours. Examples follow below; however, they are not exhaustive. FMI consult: <http://j1visa.state.gov/wp-content/uploads/2016/10/OPA-AG-Reporting-Rubric-October-24-2016.pdf>.

- EV death
- EV missing
- EV serious illness or injury (e.g. brain injury, severe burn, major surgery, communicable disease, serious mental health incidents, any condition requiring hospitalization of 48 hours or more, etc.)
- Litigation (related to the College EVP, in which the College or the EV may be a named party)
- Incident involving the criminal justice system (e.g. arrest, charges, law enforcement, etc.)
- Sexually-related incidents or abuse (an incident or allegation involving sexual exploitation, harassment or abuse)
- Negative press involving the College EVP.
- Foreign government involvement (including embassy officials)
- Other situations impacting the EV's safety (e.g., natural disasters, civil unrest, outbreaks of violence)

7. Maintain an unexpired passport valid for at least 6 months into the future.

Contact your country's nearest consulate or embassy for instructions if you need to extend your passport while in the U.S.

8. Maintain a valid DS-2019.

Do not allow your DS-2019 to expire. Request extensions, transfers, and changes of status well in advance; these processes take time.

9. Consult Oldenburg and obtain a valid travel signature before you travel outside the U.S.

A current travel signature is required on your DS-2019 in order to return to the U.S.

10. Notify Oldenburg if you leave the U.S. without completing your program, complete your program early, or change to another non-immigrant status.

We will need to update your record in SEVIS so that it accurately reflects your current situation.

11. Depart the U.S. in a timely manner once your program has concluded.

Once you have completed your program, you must leave the U.S. or change to another immigration status within the appropriate time allowed. A 30-day grace period begins at the conclusion of your DS-2019 program end date. You may remain in the U.S. during this period; however, you may not exit and then return.

I have read and understand the information above.

J-1 Exchange Visitor name (please print): _____

J-1 Exchange Visitor signature & date: _____