



# Department Questionnaire for J-1 Exchange Visitor Scholar

The purpose of the J-1 Exchange Visitor Program is to "increase the mutual understanding between the people of the United States and the people of other countries by means of educational and cultural exchanges". Professors and research scholars may be sponsored as exchange visitors if the program in which they will be participating furthers the objectives of 22 CFR §62.20 (b):

- Foster the exchange of ideas and stimulate international collaborative teaching and research efforts
- Engage in teaching, lecturing and research with their American colleagues
- Participate in cross-cultural activities with Americans
- Share with their fellow citizens their experience and increased knowledge about the US and their substantive fields

Exchange Visitors are expected to return home after they have concluded the program. The Exchange Visitor classification is not intended for permanent employment (tenure, tenure-track, or similar positions in research). This should be stated on your letter of invitation to the Exchange Visitor. If you intend to employ the Exchange Visitor in a permanent capacity the H-1B category must be pursued.

Hosting Department or System Member

**PI Information**

Name  
  
Email  
  
Phone

**Departmental Contact Information**

Name  
  
Email  
  
Phone

Name of Exchange Visitor

Position Title of Visitor

Address of Activity (including city, state, and zip code)

Is this scholar an employee?

Yes, they're an employee.

No, they're NOT an employee.

Programs in Veterinary Medicine, Nursing, Dentistry, Psychological Consulting or any other field requiring **Direct Clinical Patient contact** by participants are excluded from the Exchange Visitor's program.

I confirm that the Exchange Visitor program is nonclinical in nature based on 22 CFR 62.27(c).

Start Date of Visit

End Date of Visit

I confirm that I will be physically present during the anticipated dates of my Exchange Visitor's stay. I also understand if I'm gone longer than 2 weeks, I must designate a faculty member as the point of contact for the exchange visitor.

Please explain how this visit benefits your research and the University at large.

Indicate all sources and amounts of financial support for your Exchange Visitor's stay

Who is providing health insurance for your Exchange Visitor?                      Texas A&M                      Other

*\*If your Exchange Visitor is not eligible to receive insurance through Texas A&M, he or she must provide proof of coverage through another provider for himself/herself and all J-2 dependents for the entire duration of the program. **Failure to maintain insurance coverage will result in termination of the program and your Exchange Visitor will be required to leave the US.** Contact ISSS for health insurance plan options.*

We confirm that we will pay the \$350 J-1 Scholar Operational Fee through TAMU Marketplace within 30 days after the exchange visitor arrives in the U.S. If the exchange visitor is transferring from another U.S. institution, we will pay the fee within 30 days after their start date at TAMU.

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My signature below attests to the following:

1. Texas A&M University is sponsoring the Exchange Visitor for the purpose of the Exchange Visitor Program and that a permanent job offer, tenure-track or similar position in research has not been offered to the Exchange Visitor who is expected to return home at the conclusion of the program, and;
2. This program is suitable to the exchange visitor's background and experience.
3. The Exchange Visitor's position does not displace full- or part-time or temporary or permanent American workers or serve to fill a labor need.
4. The host department will assist in providing accommodations for the Exchange Visitor prior to their arrival; meet and greet the Exchange Visitor; provide access to appropriate laboratories, buildings, library, and the recreation facilities on campus; and settle them into the office/lab/work environment.
5. I have read, understood and agree to comply with the above responsibilities to host an Exchange Visitor.

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Signature of Faculty Host/Contact

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Date

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Signature of Department Head/Director

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Date