

# ACADEMIC TRAINING FOR J-1 STUDENTS

## Information Sheet

What is Academic Training?

Academic Training (AT) is employment directly related to your field of study. AT is a good way for students to augment and enhance their academic studies with professional training while in the United States to study. Your J-1 program sponsor approves academic training. The information below is directed to students who are on 0 D U L D Q 8 Q L J Exchange/program (P-1 )

Am I eligible to participate in Academic Training?

If you are attending 0 D U L D Q L Y H U V L Watus D Q G K D Y H P D L Q W D, you are eligible to V W D W X V participate in AT. You are eligible if the J-1 Responsible Officer D W 0 D U L D Q is willing before you begin AT

When may I apply for Academic Training?

You may apply for AT in the following cases:

- : K L O H W K H V F K R R O L V L Q V H V L R Q S U R Y L G H G W K D W \ R X P D L Q W D L Q
- ' X U L Q J W K H V F K R R O Y D F D W L R Q L I \ R X L Q W H Q G W R U H J L V W H U I R J W
- \$ I W H U F R P S O H W L R Q R I \ R X U F R X U V H Z R U N E X W S U L R U W R W K H G H S R V

Amount of time you may spend participating in AT depends on the duration of time you spend as a full time student. If you are enrolled as a degree candidate, you are eligible for a cumulative total of 18 months. If you are a non-degree exchange student, you are eligible for AT based on the number of months you have attended 0 D U L D Q as a full time student. Any part-time employment for AT counts towards the total time you are eligible.

Is Academic Training linked to a specific job with a specific employer?

Yes. If you are on a J-1 Exchange Visitor Visa, you must obtain AT employment authorization before you leave; otherwise, you may have trouble re-entering the United States. If you have been approved to participate in AT after the completion of your studies, you are required to have an endorsement of your DS-2019 to travel outside the United States. Please contact your sponsor for more information. \* (before you make any travel arrangements. < R X P X V W K D Y H D Y D O L G Y L V D W R U H H Q W H U W K H 8 6

What are the general conditions that apply to Academic Training?

If you plan to leave the United States after you complete your program of study and re-enter the country, you must obtain AT employment authorization before you leave; otherwise, you may have trouble re-entering the United States. If you have been approved to participate in AT after the completion of your studies, you are required to have an endorsement of your DS-2019 to travel outside the United States. Please contact your sponsor for more information. \* (before you make any travel arrangements. < R X P X V W K D Y H D Y D O L G Y L V D W R U H H Q W H U W K H 8 6

\* (before you make any travel arrangements. < R X P X V W K D Y H D Y D O L G Y L V D W R U H H Q W H U W K H 8 6

Health Insurance: 7KH 8QLWHG 6WDWHV 'HSDUWPHQW RI 6WDWH UHTXLUHV V  
GSHHQ 6. If you plan to participate in AT beyond the coverage date  
on your current insurance policy, \RX PXVW H[WHQG \RXU LQVXUDQFH SROLF\ WR FRYHU  
VW.D\ \RX KDYH EHHQ DSSURYHG IRU \$7 \RX PXVW GHPRQVWUHW WR  
start of the job/internship that you have adequate insurance coverage; otherwise, approval for your AT will  
be rescinded. 7KH 8 6 'HSDUWPHQW RI 6WDWH UHTXLUHV WKH IROORZLQJ LQVX

- Medical benefits of at least 50,000 per accident or illness
- Repatriation of remains RI DW OHDVW \$7,500
- Expenses for medical evacuation to your home country in the amount of \$10,000
- A deductible not to exceed \$5000 per accident or illness

If health insurance coverage is not provided by your employer, you must purchase a health insurance plan for yourself and your J-2 dependents for the entire period of your AT.

Social Security Taxes and Income Taxes: While authorized to engage in AT, you will continue to be in J-1 status and thus any income you derive from AT will be exempt from social security taxes and withholding for social security purposes if you have been in the U.S. for less than two years . If you have been in the U.S. for more than two years , you will be required to pay social security taxes. We strongly advise you to FRQWDFW , 66 \* ( IRU RQOLQH WD[ DFFHVV RU FRQVXOW DQ DFFRXQW DQW

Immigration Status after Academic Training: After the end date on your DS-2019, you will have 30 days to do one of the following:

- Depart the United States.
- Transfer to another J-1 sponsor to begin a new program.
- Begin a new program of study at 0DULDQ 8QZHUVLW\
- Seek a change to another non-immigrant or immigrant status. There are many factors that impact a J visa holder when completing the exchange. You are strongly encouraged to meet with WKH GLOHEFWRU ISS \* ( to review your particular situation.

How do I apply for Academic Training?

1. Obtain a job offer letter from your prospective employer including the following details (see attached template):

- Your job ti
- 
- 
- 
- 
- 
-

# ACADEMIC TRAINING Request Form

Please complete the following information.

Submit this form with the rest of your Academic Training application to ISS \* (

Student Information:

Student Name: \_\_\_\_\_ O D U I 8 0 0 0 Y H U V L W \ ID# \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Current Status: Exchange student Degree candidate

Have you participated in any prior Academic Training? Yes \_\_\_ No \_\_\_

, I 3 \ H V S O H D Q G H L F B Q D H W G D W H V R I W U D L Q L Q J B B B B B B B B B B B B B B B B B B B

When do you expect to complete your studies? Month \_\_\_\_\_, Day \_\_\_\_\_, Year \_\_\_\_\_

Describe the Academic Training you are requesting:

Job Title: \_\_\_\_\_ Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

6 X S H U Y I L D P R H U T V Phone Number: \_\_\_\_\_

Dates of Training: From \_\_\_\_\_ to \_\_\_\_\_ (include month, day, D Q G

ACADEMIC TRAINING FOR J-1 STUDENTS  
Sample Offer Letter for Academic Training Authorization

Company Letterhead  
with name and address of employer

[Date]

Ms. Alma Mater  
151 E. 25<sup>th</sup> Street, Apt. 7B  
New York, NY 10010

Dear Alma,

We are very pleased to offer you position this summer as an Intern with XYZ Company. Please find the following confirmation of the specifics regarding your internship:

Start Date: May 23, 2012

End Date: h4.996 (na)-3nao5(-1, i4a)-3nao5(-1,1)-3/h.78, 21

