

## J-1 ACADEMIC TRAINING GUIDELINES

### NEW RULES NOW IN EFFECT FOR J-1 PRACTICAL TRAINING NOW KNOWN AS **ACADEMIC TRAINING**

On March 19, 1993, the U.S. Information Agency published new regulations for J-1 Exchange Visitors. For J-1 students, the important changes affect employment related to one's field of study; such employment will now be known as **Academic Training** and approval must be obtained from your program sponsor. The new rules for Academic Training are:

1. J-1 students can engage in employment related to one's field of study both BEFORE and AFTER completion of one's study program, if certain conditions are met and permission is received.
2. The total time available for Academic Training (A.T.) is 18 months, or a period equal to the length of one's study, whichever is less. Work done before completion will be deducted from the 18 month allocation.
3. A J-1 student who completes a doctoral degree in the U.S. and is offered a post-doctoral research position may be granted a second period of 18 months of A.T. to complete a project (minus A.T. done before completion).
4. A J-1 student must have a specific job offer in hand within 30 days of completion of study in order to receive A.T. All rights to A.T. are lost if a job offer is not available within that brief time span. **NOTE:** Study is considered complete when the dissertation is submitted, the last exam has been taken, etc.
5. To obtain approval of A.T. from an International Student Advisor, the J-1 student must obtain approval from the student's academic (or thesis) advisor. The advisor must complete the J-1 Endorsement form attached to this packet.
6. When the period of J-1 A.T. is concluded, the student must contact an International Student Advisor in order to update your file or depart you from our program.
7. A J-1 student may work off-campus (in or out of one's field of study) before completion of study without using up any A.T. time by obtaining work permission from an International Student Advisor and/ or program sponsor. This is possible if the student can show serious, unanticipated financial need.

## J-1 ENDORSEMENT OF ACADEMIC TRAINING

This is to confirm that \_\_\_\_\_ is completing/has completed the

Student's Full Name

\_\_\_\_\_ Degree in \_\_\_\_\_ on \_\_\_\_\_

Type of Degree

Degree Field

Date

The employment will run from \_\_\_\_\_ to \_\_\_\_\_. The job designation will be

Date

Date

\_\_\_\_\_, and involve the following responsibilities:

Job Title

Name and Address of employer: \_\_\_\_\_

Name of supervisor: \_\_\_\_\_, Phone: \_\_\_\_\_

Then number hours worked each week will be: \_\_\_\_\_, at a salary of \_\_\_\_\_

The main goals and objectives of the "Academic Training" will be: \_\_\_\_\_

It relates to the student's field of study as follows: \_\_\_\_\_

This "training" is an **integral** or **critical** part of the student's academic program because it \_\_\_\_\_

\_\_\_\_\_  
Signature of Academic Adviser, Name, and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone

**DO NOT WRITE BELOW THIS LINE, FOR OISS PROCESSING ONLY**

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I have reviewed this letter and determined that the academic training being requested \_\_\_is \_\_\_is not warranted. The criteria and time limitations set forth in 22 CFR Part 514.23(f)(3) and (4) \_\_\_are \_\_\_are not satisfied. In order to ensure the quality of the academic training program, I hereby evaluate the effectiveness and appropriateness of the academic training in achieving the stated goals and objectives as follows: \_\_\_Satisfactory \_\_\_Unsatisfactory.

\_\_\_\_\_  
Name and Title of the J-1 Program Alternate/Responsible Officer

\_\_\_\_\_  
Date