



DS-2019 Application FAQ for Academic Departments, Faculty, and Staff

WHAT HAS CHANGED IN THE DS-2019 APPLICATION?

The following changes can be expected in the most recent changes to the DS-2019 application:

- The Graduate School has requested that applicants for J-1 Exchange Visitor categories including “Research Scholar”, “Professor”, “Short Term Scholar”, “Specialist”, and “Student Intern” who will not be paid by the University and will stay for a semester or longer register on the Visiting Scholar Registry.
- Requesting a University ID Number (UNID) for a J-1 Exchange Visitor is now integrated into the DS-2019 application process.
- J-1 Exchange Visitor applicants must now explicitly disclose the dates and categories of prior J-1 programs they have participated in.
- Sponsoring departments must now provide proof of English ability through a recognized language test; documentation from a language school or institution in which the Exchange Visitor was instructed in English; or a documented language proficiency interview conducted by the department. The English Proficiency for J-1 Scholars rubric can be found at: <http://internationalcenter.utah.edu/forms-publications/documents/Form-English-Proficiency-J-Scholars.pdf>.
- J-1 Exchange Visitor applicants must now sign the DS-2019 application certifying that the information is correct and accurate and that they accept responsibility of maintaining their J-1 visa status while at the University of Utah.
- All DS-2019 applications must verify that the applicant will have no contact with medical patients, unless incidental contact with medical patients will occur.

Effective 2/27/2015, International Student and Scholar Services will no longer accept earlier versions of the DS-2019 application.

WHY CHANGE THE DS-2019 APPLICATION?

Changes to the DS-2019 application process allow the University to meet the Department of State’s regulations for the J-1 visa type. These include:

- screening J-1 Exchange Visitor applicants for “repeat participation” in the J-1 visa program;
- ensuring that they are not subject to any bars or restrictions;
- verifying that only “incidental” contact with medical patients will occur and that said contact is properly documented by the appropriate stakeholders;
- and informing J-1 Exchange Visitors of their responsibility to uphold the rules and regulations of the visa type through the duration of their program and ensuring they are aware of the proper channels to seek advice on maintaining their visa status.

Additionally, the Department of State has found that "too many exchange visitors lack sufficient English proficiency to perform their jobs or complete their academic programs; to navigate daily life in the United States; to read and comprehend program materials; to understand fully their responsibilities, rights, and protections; and to know how to obtain assistance, if necessary." [79 FR 60294, 60301]

This has prompted a change in *22 CFR Part 62 Exchange Visitor Program, Subpart A – General Provisions* which requires sponsors to take extra measures in determining the applicant’s level of language proficiency. Departments now must demonstrate English proficiency for non-native speakers via one of the following ways:

- an recognized English language test such as TOEFL or IELTS;
- documentation from a language school or institution in which the Exchange Visitor was instructed in English;
- a documented language level interview conducted by the department.

Please see below under “What Is My Role” for additional information and guidance.

Other changes within the application process coincide with the needs and procedures of University divisions such as the Graduate School and Human Resources. Ultimately, the changes found within the application ensure an increased level of assurance that the academic department, division, or institute hosting a J-1 Exchange Visitor is meeting Department of State regulations for J visa program functions and permissions throughout the duration of the visitor’s program. Additionally, the changes ensure that the University of Utah will be able to continue hosting J-1 Exchange Visitors in the future.

WHAT IS MY ROLE IN THESE CHANGES?

Department Contacts and those preparing applications:

International Students and Scholar Services asks that you read through the application in its entirety in order ensure that you’re familiar with adjustments to the application process. Please keep in mind that the Graduate School and Human Resources are campus stakeholders in the J-1 Exchange Visitor Program.

For all DS-2019 applications, you will first need to verify if the applicant must be registered with the Graduate School’s Visiting Scholar Registry. Exchange Visitors who are not directly funded by the University and will be staying for a semester or longer must be registered with the Graduate School. Please see policies and procedures at: <http://gradschool.utah.edu/visiting-scholars/>. Additionally, all applicants now require a UNID. If the visitor has not previously been issued a UNID, you will need to request one via HR. Please use the Affiliate ID request found here: <https://www.hr.utah.edu/forms/affiliate.php>. If you have questions about onboarding a J-1 Exchange Visitor employee or the Affiliate ID request, please contact your department’s HR representative. You can find your representative’s contact information here: <https://www.hr.utah.edu//contact/search.php>.

Please direct specific questions regarding the application process to internationalscholars@utah.edu and a member of the J Scholar Team will respond to your inquiry.

Requesting Faculty:

If you will not be proving an Exchange Visitor’s English ability via a recognized language test or documentation from a previous degree or language program, you must conduct a language proficiency interview. The purpose of this interview is to ascertain whether the Exchange Visitor is sufficiently conversant in English to function in day-to-day life, both at the University and in the community. ISSS has created a rubric for you to follow for this interview. It contains an outline of language levels as defined by the Department of State. If the Exchange Visitor has completed a hiring interview for their position (as with international post-docs, for example), it is acceptable to document this interview for the purpose of language proficiency. The English Proficiency for J-1 Scholars rubric can be found at: <http://internationalcenter.utah.edu/forms-publications/documents/Form-English-Proficiency-J-Scholars.pdf>.