J-1 Academic Training

A J-1 student may be authorized to participate in an academic training program for wages or other remuneration:
(i) During his or her studies; or
(ii) Commencing not later than 30 days after completion of his or her studies, if the criteria, time limitations, procedures, and evaluations listed below in paragraphs (f)(3) through (f)(6) are satisfied:

The following specific criteria must be met:

(i) The student is primarily in the United States to study rather than engage in academic training;
(ii) The student is participating in academic training that is directly related to his or her major field of study at the post-secondary accredited academic institution listed on his or her Form DS-2019;
(iii) The student is in good academic standing with the post-secondary accredited academic institution; and
(iv) The student receives written approval in advance from the responsible officer for the duration and type of academic training.

Time Limitations on Academic Training:
A college or university student can participate in academic training as follows:

18-Month general limit:
For undergraduate and pre-doctoral training, a student can engage in up to 18 months or the period of the full course of study, whichever is less.

More than 18 months can be approved at this level of study only if it is "necessary for the exchange visitor to satisfy the mandatory requirements of his or her degree program in the United States."

36-Month maximum for post-doctoral training:
Up to 36 months of academic training can be granted for academic training done at the post-doctoral level, inclusive of all prior academic training done at the post-doctoral or lower levels of study.

Non Degree Programs:
Non-degree students would also be subject to the requirement that the time in Academic Training not exceed the time spent in the program of study. Unlike degree candidates, non-degree students are not eligible for the exception allowing the time limits to be exceeded "to the extent necessary for the exchange visitor to satisfy the mandatory requirements of his or her degree program in the United States," since that provision applies only to degree candidates.

A further restriction on Academic Training duration for non-degree students is that non-degree programs are limited to a total stay of 24 months, inclusive of all study time and any authorized academic training. The SEVIS system limits the period of stay for students matriculated as non-degree to a maximum of 24 months, and so any academic training would have to be completed within this 24-month period of eligibility.
Time Limitations:
The student is authorized to participate in academic training for the length of time necessary to complete the goals and objectives of the training, provided that the amount of time for academic training:

- Is approved by the by the responsible officer;

- For undergraduate and pre-doctoral training, does not exceed 18 months, inclusive of any prior academic training in the United States, or the period of full course of study in the United States, whichever is less; except that additional time for academic training is allowed to the extent necessary for the exchange visitor to satisfy the mandatory requirements of his or her degree program in the United States;

- For post-doctoral training, does not exceed a total of 36 months, inclusive of any prior academic training in the United States as an exchange visitor, or the period of the full course of study in the United States, whichever is less. A new Form DS-2019 shall be issued for each eighteen (18) month period.

Procedures for Granting Academic Training:
To authorize academic training, the student should complete the following steps. The application will be reviewed and the student will be contacted with any questions or when the application is approved:

1. The student must present an offer of employment to his/her academic advisor or academic dean.

2. The academic dean or academic advisor must draft a letter of recommendation. See next page for information to be included in the letter of recommendation.

3. The student must submit a letter from the academic advisor OR the “Academic Advisor Form” (see end of this document), offer letter of employment, and “Academic Training Student Request Form” (see end of this document) to the ISSS office.

4. The ISSS advisor must evaluate the academic dean/adviser’s recommendation, determine to what extent the student has previously participated in academic training, and make a "written determination" of whether academic training can be granted.

5. The ISSS advisor must update SEVIS with the details of the academic training, and should issue an updated DS-2019 to document the grant of academic training. In approximately 5 business days, the student will receive an e-mail from the ISSS advisor when the academic training has been approved and the new DS-2019 is available to pick up from the ISSS office.

6. The ISSS advisor must continue to maintain the student's SEVIS record and DS-2019.
Letter of recommendation from the student's academic advisor:
The student's academic dean or advisor must prepare a letter of recommendation (or complete the advisor form a) to be presented to the ISSS office. This letter should be kept in the student's file. The adviser's letter must include the following information specified by the regulations:

(A) The goals and objectives of the specific academic training program;
(B) A description of the academic training program, including its location, the name and address of the training supervisor, number of hours per week, and dates of the training;
(C) How the academic training relates to the student's major field of study; and
(D) Why it is an integral or critical part of the academic program of the student.

Part-time academic training deducted at full-time rate:
All academic training is counted as full time, even if employment is on a part-time basis. The regulations do not specify that academic training prior to completion of studies must be less than full time, so a student could choose to engage in full-time academic training before completion of his or her program of study, provided it did not interfere with making normal progress towards completing the educational program, and was otherwise consistent with the school's own policies.

Start date of post-completion academic training:
Students must have job offers and apply for academic training within 30 days. The actual start date may be more than 30 days after meeting degree requirements.

Please note that in the SEVIS environment it is still important that the student's DS-2019 remain valid at all times. And so, in a post-completion academic training scenario, if the program end date on Form DS-2019 will be reached before the academic training begins, it must be extended before the end date is reached, and kept current throughout the student's academic training period as well. This will create a dilemma in the case of students that do not have an offer of academic training by the time their program end date arrives, because without the offer, there is no basis on which to extend the DS-2019 for academic training.

The 18-month eligibility clock would begin on the date the student completed his or her program, and that students who delay the actual start of employment would therefore lose academic training time.

Multiple employers or change of employers:
Academic training may involve sequential or simultaneous activities, either paid or unpaid, with several employers, U.S. or foreign, provided the application and approval procedures are followed for each employer and activity, and the time limits are not exceeded.

Paid versus unpaid training:
"The Agency agrees that unpaid academic training following completion of the degree program is permissible when the student is supported from sources such as the home government. Sponsors must determine that these students continue to have adequate financial support to maintain their extended program stay before authorizing unpaid academic training. Sponsors continue to be responsible for these students during the period of academic training"
### Academic Advisor’s Form for J-1 Student Academic Training

*This form must be completed by your academic advisor and submitted to the ISSS office with the Academic Training application.*

<table>
<thead>
<tr>
<th><strong>Student’s name:</strong></th>
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<table>
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<tr>
<th><strong>Temple ID#:</strong></th>
<th><strong>Overall GPA:</strong></th>
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</table>

<table>
<thead>
<tr>
<th><strong>Level of Study:</strong></th>
<th><strong>Field Of Study:</strong></th>
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</table>

Student [ ] Is [ ] Is Not In Good Academic Standing.  If not, why?

Has this student continuously enrolled for and completed full course of study?  
*Yes [ ] No [ ]*

[DOS/USCIS Regulations  State That Full-Time Graduate Students Must Carry The Minimum Of Nine (9) Credit Hours And That Full-Time Undergraduate Students Carry The Minimum Of Twelve (12) Credit Hours]  
If not, please explain why student has fallen below full-time status:

<table>
<thead>
<tr>
<th><strong>Date (not semester) by which student will meet degree requirements (MM/DD/YYYY):</strong></th>
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[Must Be Completed] (i.e. defends dissertation, submits thesis, completes last exam for degree)  

<table>
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<tr>
<th><strong>Date (MM/DD/YYYY) (not semester) of graduation is:</strong></th>
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[Must Be Completed]

**State Goals and Objectives of the Specific Training Program:**

**How does the training relate to the student’s major field of study?**

**Why is the training an integral or critical part of the academic program of the exchange visitor student?**

**Advisor’s Name and Title:**

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<tr>
<th><strong>Email:</strong></th>
<th><strong>Signature:</strong></th>
<th><strong>Date:</strong></th>
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# Academic Training Student Request Form

*(To be completed by the student)*

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>Student Family Name:</td>
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<tr>
<td>Student First Name:</td>
<td></td>
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<tr>
<td>Temple ID #:</td>
<td></td>
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<td>Telephone #:</td>
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<tr>
<td>E-mail Address:</td>
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<tr>
<td>Name of Academic Training Site:</td>
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<tr>
<td>Address of Academic Training Site:</td>
<td><em>(Include street address, city, state, and zip code)</em></td>
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<tr>
<td>Name of Employment Supervisor:</td>
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<tr>
<td>Number of Employment Hours/Week:</td>
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<td>Training Begin Date:</td>
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<td>Training End Date:</td>
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<tr>
<td>Training Objectives:</td>
<td></td>
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</table>