

OREGON HEALTH & SCIENCE UNIVERSITY

J-1 STUDENT ACADEMIC TRAINING CHECKLIST

Eligibility Criteria for Employment Authorization

- J-1 students may be authorized for work, training, or experience related to their major field of study.
- The academic training must be done with a specific employer or training site, and be directly related to the major field of study listed on the form DS-2019.
- The student must be in good academic standing
- The student must receive written approval in advance from the RO for the duration and type of academic training
- Academic training is permitted at any stage in the student's program, while the student is enrolled in school or after completion of the program. **Postcompletion academic training has to begin within 30 days after completion of study. This means that the student must have an academic training offer and the training must be authorized within the 30 days after completion of studies. A DS-2019 issued for academic training must be issued before the previous DS-2019 expires.**
- Students are permitted an overall limit of 18 months, which includes all academic training, whether before or after completion of studies. **The total training period may not exceed the amount of time spent in the full course of study.** Postdoctoral training may be authorized for a maximum of 36 months

Documents Required for Authorization of Academic Training

- A written job offer from the company listing: job title, dates of employment, number of hours of work a week, compensation, name of company, place of employment, supervisor, and a description of the training.
- A recommendation for academic training from your advisor including the following information:
 - The goals and objectives of the specific training program;
 - A description of the training program, including its location, the name and address of the training supervisor, number of hours per week, and dates of the training;
 - How the training relates to your major field of study; and
 - Why it is an integral or critical part of your academic program

IMPORTANT

- ✓ Do not begin employment until you have received a letter from the Responsible Officer or Alternate Responsible Officer of your J-1 program authorizing your academic training.
- ✓ In order to maintain your J-1 status you must continue to carry health insurance which meets the minimum requirements specified at 22 C.F.R. 62.14 (Health Insurance Requirements Checklist)