

**J1 Exchange Visitors Responsibility Agreement**  
**RBHS**  
**International Services**  
**65 Bergen Street, GA-72, Newark, NJ 07101**  
**Maintaining your J-1 Status**

J-1 Exchange Visitors (EV) are admitted to the U.S. for "duration of status" (D/S). This means that they are authorized to remain legally in the U.S. as long as they continue to fulfill the federal requirements pertaining to the J-1 status. There is an important difference between a J-1 visa and J-1 status. The visa is a label placed in the foreign national's passport by a U.S. consular officer. It is issued for entry purposes only. J-1 status is granted when the foreign national requests admission to the U.S. The J-1 status is regulated by the U.S. Department of State. **Even if the J-1 visa is valid,** failure to comply with immigration laws and regulations could represent a loss of the J-1 status and can have very serious legal consequences. RBHS is required to report to the federal government J-1 Exchange Visitors who fail to maintain their legal status. The following information is provided in order to help foreign nationals understand their rights and responsibilities as J-1 Exchange Visitors and should be read carefully.

1. The total period of J-1 authorization may not exceed 5 years. This includes time previously spent in J-1 status at another institution.
2. J-1 EVs must notify the Manager of International Services, in writing, of any intent to change their work location, title, job duties, or research area prior to the change(s) taking place.
3. J-1 EVs must notify the Manager of International Services, in writing, of any changes to the amount and source of the funding for their program within 10 days of the change(s) taking place.
4. J-1 EVs may not accept any employment, on or off campus, which is not listed on the form DS-2019 without first obtaining written authorization from a Responsible Officer (RO) or Alternate Responsible Officer (ARO) at RBHS.
5. J-1 EVs and their J-2 dependents must maintain health insurance coverage that meets the U.S. Department of State's requirements. Health insurance coverage must be effective for the duration of the J-1's program.
6. J-1 EVs must report immediately to the Manager of International Services any intent to terminate their affiliation with RBHS prior to the expiration date of the form DS-2019.
7. Before traveling outside the U.S. with the intention of re-entering under the J-1 status, foreign nationals must have their form DS-2019 endorsed by an RO/ARO at RBHS. A J-1 travel authorization form, signed by the EVs supervisor, must be submitted to the International Services office at the time the request for travel endorsement is made. It is recommended that requests for travel endorsement be submitted no less than 2 weeks prior to the intended date of departure.
8. Applications for extension of the J-1 status must be submitted by the sponsoring department to the International Services office no less than 2 months prior to the program end date indicated on the form DS-2019.
9. J-1 EVs are not eligible for extensions of the J-1 status if the beneficiary has received a "no objection" letter from the Department of State or a waiver from the U.S. Citizenship & Immigration Services in relation to 212(e); also known as the 2-year home country residence requirement.
10. Requests for transfer of the foreign national's SEVIS record must be accompanied by an acceptance letter to an academic program or an offer of employment from a new institution.
11. The J2 dependents' status is contingent upon the continued validity of the J-1's status. Loss of legal status by the J-1EV represents automatic loss of legal J2 status for his/her dependents.
12. J-2 dependents may not remain lawfully in the U.S. if the J-1 EV is absent from the country for an extended period of time.
13. J-1 EVs must notify International Services of changes of address within 10 days of moving. The change of address form can be downloaded from the International Services website at <http://www.rbhs.rutgers.edu/internationalservices>
14. The foreign national's passport must be valid at all times, for at least 6 months into the future.

I certify that I have been informed of my rights and responsibilities as a J-1 Exchange Visitor. I understand that I must abide by USCIS and Department of State regulations in order to remain legally in the U.S. and to continue my research/studies at RBHS.

Print Name \_\_\_\_\_  
Last (family) name

\_\_\_\_\_   
First (given name) name

Signature \_\_\_\_\_

Date \_\_\_\_\_