

REQUEST FOR EXTENSION OF J-1 VISA

To be completed by the J-1 Scholar:

Last Name (as listed on passport):	First Name (as listed on passport):	Middle Name (as listed on passport):	ND Identification #:	Date of Birth:
Local Address:				
Prior to the start of your Notre Dame program, did you hold any J-1 or J-2 visa status in the US? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide dates:				

What financial resources do you have to cover the living expenses of yourself and any dependents during the extension timeframe? (See attached form for details.)

Salary or Honorarium from Notre Dame: \$ _____

Personal Funds: \$ _____

Home Government: \$ _____ Name of Government Agency: _____

Home Employer: \$ _____ Name of Company/Institution: _____

Other: \$ _____ Please explain: _____

To be completed by the Department Administrator (for faculty appointments) or the Office of Postdoctoral Scholars:

- I have attached a copy of the scholar's reappointment letter
- I have attached the scholar's financial documentation (if not receiving salary from ND)

Please email these documents to jscholar@nd.edu at least 5 days prior to the end of the current appointment period.

Contact for DS-2019 Pick-up:

Contact Name: _____ Phone: _____ Email: _____

The University of Notre Dame (UND) is required by U.S. government regulations to obtain documentation evidencing that individuals in J status have adequate financial resources to provide for their living expenses and the expenses of dependents for the duration of their J program.

J-1 Minimum Financial Requirements

Exchange visitors in J status must be able to demonstrate the availability of funding in the minimum amount of \$1,633 per month for themselves, plus \$550 per month for an accompanying spouse, plus \$550 per month for each accompanying dependent child for the duration of their stay in J status in order to meet minimum funding requirements. They can demonstrate this through UND funds (salary or honorarium), US or home government funds, home institution funds, personal funds, or a combination thereof. Please see the chart below for a few examples:

Time Period	Self	With Spouse	With Spouse and One Child	With Spouse and Two Children
1 Month	\$1,633	\$2,183	\$2,733	\$3,283
2 Months	\$3,266	\$4,366	\$5,466	\$6,566
3 Months	\$4,899	\$6,549	\$8,199	\$9,849
4 Months	\$6,532	\$8,732	\$10,932	\$13,132
5 Months	\$8,165	\$10,915	\$13,665	\$16,415
6 Months	\$9,798	\$13,098	\$16,398	\$19,698
7 Months	\$11,431	\$15,281	\$19,131	\$22,981
8 Months	\$13,064	\$17,464	\$21,864	\$26,264
9 Months	\$14,697	\$19,647	\$24,597	\$29,547
10 Months	\$16,330	\$21,830	\$27,330	\$32,830
11 Months	\$17,963	\$24,013	\$30,063	\$36,113
12 Months	\$19,596	\$26,196	\$32,796	\$39,396

J-1 Proof of Financial Support

Acceptable types of funding:	Unacceptable types of funding;
<ul style="list-style-type: none"> Bank account(s): This type of funding should be in the form of a letter on official bank letterhead and must include: Full name of the account holder, type(s) of account(s), total amount of available funds and the date that the letter was issued. University funding: scholarship, assistantship, tuition award, etc. Government funding Bank loans Stock or bonds that are not part of a retirement plan Statements verifying employment and continued salary while in J program 	<ul style="list-style-type: none"> Non-liquid assets, such as personal property (land, buildings, automobiles, jewelry, etc.) Insurance premiums and policies Lines of credit Income tax returns Business or company account from those which have multiple owners or partners

A Financial Verification Letter is required when financial support will be provided by the US or home government, an international employer, or a home institution. The letter must include:

- The date the letter was written (and not be older than 6 months)
- Be printed on government, employer, or institutional letterhead in English or officially translated into English
- The name of the J1 exchange visitor
- The total amount of funds to be provided to the J1 exchange visitor during the time they will be at Notre Dame in J1 status
- The signature of an official at the government office, employer, or institution with the individual’s title

If the funding amounts are not reflected in U.S. dollars, the letter must include the type of currency and the department must attach a copy of the most recent exchange rate from <http://www.xe.com/ucc>.

Please be mindful that UND is unable to accept bank statement or paychecks as proof of financial certification. Financial certification must meet the aforementioned requirements. Finally, please be mindful that our office must calculate the lowest monthly amount guaranteed within financial certification letters. For example, if the China Scholarship Counsel will offer a monthly stipend of \$1,300-\$1,700 for one year, we must calculate the minimum guaranteed amount of \$1,300 x 12 as proof of funds for that year. The scholar will be responsible for demonstrating the remaining \$333 per month to meet the minimum J-1 financial certification requirements.