

J-1 OUT OF COUNTRY PROGRAM PARTICIPATION

The purpose of the J-1 Exchange Visitor Program and corresponding J-1 visa classification is to bring foreign national individuals to the United States for cultural and educational exchange. J-1 exchange visitors are admitted into the United States in J-1 status in order to pursue specific activities at a specific location with a specific program sponsor. In addition, J-1 exchange visitors must be continually engaged in their specific program activities on a full-time basis throughout the duration of the program and may not take an absence of more than 30 days from the program.

In limited circumstances, a J-1 exchange visitor in the Research Scholar or Professor categories may be authorized to engage in program activities outside of the United States for an extended period of time while maintaining an active J-1 SEVIS record. This requires the MUSC Center for Global Health (CGH) to authorize the specific out of country program participation in the SEVIS system in advance. Authorization for out of country program participation is granted at the sole discretion of CGH and is not guaranteed.

Being physically present in the United States to engage in specific program activities and cultural exchange is critical to the purpose of the J-1 Exchange Visitor Program. Therefore, out of country program participation will only be authorized if there are compelling circumstances that require the exchange visitor to be outside of the US participating in program activities for more than 30 days.

J-2 dependents must accompany the J-1 exchange visitor during the authorized period of time outside of the US. In other words, J-2 dependents should not remain in the US if the J-1 exchange visitor is participating in program activities outside of the US.

Application Process: J-1 Research Scholars or Professors who wish to apply for out of country program participation must submit the following documents along with the J-1 Out of Country Travel Request through the [Terra Dotta portal](#):

1. J-1 Out of Country Participation Request (form attached)
2. [J-1 Out of Country Faculty Support Letter](#)
3. [J-1 Out of Country Travel Department Verification](#)

The complete request must be submitted at least four (4) weeks in advance of the target departure date. If the request is approved, the exchange visitor will be notified by email.

Out of country program participation authorization is granted for specific start and end dates. If the out of country start or end date will change from the dates provided in the initial request, a new request must be submitted.

Exchange visitor responsibilities during out of country authorization period:

- Continue to participate in J-1 program activities on a full-time basis
- Maintain insurance coverage that meets the J-1 requirements
- Maintain the same financial support as indicated on your current Form DS-2019
- Maintain a US residential address (most recent address) as well as a permanent foreign address and update within 10 days of any change
- Maintain regular communication with faculty supervisor
- Maintain regular communication with CGH
- Submit a new J-1 Out of Country Participation Request if you will not return to the US on the scheduled return date
- Submit the J-1 End of Program Notification form to CGH if you decide not return to the US

Sponsoring MUSC department responsibilities during out of country authorization period:

- If exchange visitor is paid by MUSC, make arrangements to ensure the exchange visitor will continue to be paid by MUSC during time outside of the United States
- Continue to supervise exchange visitor and regularly monitor progress in program activities
- Submit the J-1 End of Program Notification form to CGH if Exchange Visitor decides not return to the US

J-1 OUT OF COUNTRY PROGRAM PARTICIPATION REQUEST

Exchange visitor name: _____ Non-MUSC email: _____

Departure date (mm/dd/yyyy): _____ Return date (mm/dd/yyyy): _____

Out of country site of activity/facility: _____

Street address: _____ City: _____

Province: _____ Postal Code: _____ Country: _____

By signing below, we indicate our understanding of the following:

- The exchange visitor must continue to pursue the original J-1 program goals and objectives on a full-time basis at the site of activity listed above.
- The exchange visitor must continue to be paid the same financial compensation during the period of time outside of the United States.
- The exchange visitor must maintain health insurance that meets the J-1 requirements during the period of time outside of the United States.
- The sponsoring MUSC department is responsible for making any necessary arrangements regarding payment to the exchange visitor during the period of time outside of the United States.
- The sponsoring MUSC department must maintain oversight of the exchange visitor during the period of time outside of the United States.
- If the exchange visitor will not return to the United States by the date listed above, a new J-1 Out of Country Program Participation Request must be submitted and approved in advance in order to keep the J-1 SEVIS record active.
- If the exchange visitor decides not to return to the United States, the J-1 End of Program Notification form must be submitted immediately.

_____ Date

Exchange Visitor Signature

_____ Date

Faculty Supervisor Signature

Faculty Supervisor Name

_____ Date

Department Administrator Signature

Department Administrator Name