

Carnegie Mellon University

Office of International Education

5000 Forbes Ave, Warner Hall 3rd Floor, Pittsburgh, PA 15213

Phone: (412) 268-5231 • Email: oie@andrew.cmu.edu • Web: www.cmu.edu/oie

J-1 Exchange Visitor Data

Instructions: This form is to be completed *electronically* by the J-1 Exchange Visitor and returned to the **department coordinator** for submission with a complete Department Request for J-1 Exchange Visitor Application.

The J-1 Exchange Visitor should not send this form directly to OIE.

Every field is to be filled completely and accurately as it is required for the DS-2019. Do NOT enter "NA" in any field. Please type all information to ensure accuracy. **Do NOT handwrite.**

Include a copy of the picture page of your passport as well as for all accompanying family member(s).

Name _____ / _____
Family/Last Name Given/First & Middle Name

Date of Birth _____ Gender: Male ☐ Female ☐ Marital Status: Single ☐ Married ☐
MM / DD / YYYY

City of Birth _____ Country of Birth _____

Country of Citizenship _____ Country of **Legal** Permanent Residence _____

Highest level of education completed: Doctorate ☐ Masters ☐ Bachelors ☐ Other ☐ _____

Date degree awarded (or expected to be awarded): _____

Current level of education (if applicable): Doctorate ☐ Masters ☐ Bachelors ☐ Other ☐ _____

Date degree awarded (or expected to be awarded): _____

Most recent position/occupation or title in your home country _____

If 'Other', describe your position _____

Name of School/Institution/Employer from above _____

Home country residential address: _____

City _____ State/Province _____ Country _____

Postal code _____ Email _____

Required Proof of Financial Support

Immigration regulations require proof of sufficient financial support for the entire duration of the visit before an immigration document can be issued. For a single visiting scholar to the *Pittsburgh campus*, OIE requires a minimum of **\$23,772/year (\$1,981/month)** to support. For a single visiting scholar to the *Silicon Valley campus*, OIE requires a minimum of **\$27,504 per year (\$2,292 per month)**. If necessary, include an additional **\$8,064/year (\$672/month)** for an accompanying spouse and an additional **\$5,964/year (\$497/month)** for each accompanying child.

NOTE: Submit **original** financial documents (no copies, faxes or scans). All supporting documents must 1) be in English, 2) clearly indicate the name of the account holder in English, 3) be dated less than 6 months old, and 4) preferably state amounts in U.S. dollar value. If receiving CMU department support, attach a copy of the offer/invitation letter. For institution, employer or home government support, submit original letters on official letterhead clearly detailing the time period to be covered and the total amount of support offered. If using personal funds, submit **original bank certificates**. If receiving family support, provide a letter from the sponsor stating the amount to be provided and original bank certificates.

OIE will email you when the DS-2019 has been processed with instructions about how to create a shipping label using eShopGlobal. You will prepare the shipping label indicating the address to which you want the DS-2019 to be mailed. The email will also include the SEVIS ID number. This service is at your expense.

Are you currently in the U.S.? ☐ No ☐ Yes **If yes, state your current visa status*:** _____

☐ I have included copies of my current and previous immigration documents (I-20, DS-2019)

Have you previously been in the U.S. as a J-1 Exchange Visitor? ☐ No ☐ Yes

If yes (above), complete the following and submit a copy of **all** previous DS-2019 immigration documents.

Previous J-1 Program 1: Dates from _____ to _____

Purpose of visit (student, researcher, etc) _____

Visa Sponsor (university, Fulbright, etc) _____

Previous J-1 Program 2: Dates from _____ to _____

Purpose of visit (student, researcher, etc) _____

Visa Sponsor (university, Fulbright, etc) _____

Have you ever applied for a waiver of the two-year home residency requirement? ☐ No ☐ Yes

If yes, have you received any official (USCIS, DOS) notification regarding this application? ☐ No ☐ Yes

Complete the following section only if your family members will accompany you to the U.S. and will require a J-2 visa. Include a copy of the picture page of the passport for each member.

Dependent 1

Name _____
Family / Last Name _____ Given / First & Middle Name _____

Date of Birth (mm/dd/yyyy) _____ Relationship to visitor (spouse) _____

City of Birth _____ Country of Birth _____

Country of Permanent Residence _____ Country of Citizenship _____

Email address _____

Dependent 2

Name _____
Family / Last Name _____ Given / First & Middle Name _____

Date of Birth (mm/dd/yyyy) _____ Relationship to visitor (son, daughter) _____

City of Birth _____ Country of Birth _____

Country of Permanent Residence _____ Country of Citizenship _____

Dependent 3

Name _____
Family / Last Name _____ Given / First & Middle Name _____

Date of Birth (mm/dd/yyyy) _____ Relationship to visitor (son, daughter) _____

City of Birth _____ Country of Birth _____

Country of Permanent Residence _____ Country of Citizenship _____

This form may be copied as needed for additional dependents.

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Estimated Cost of Living

(Exchange Visitors will keep this form for their own reference)

While living in the U.S. as a J-1 Exchange Visitor, you should plan to have sufficient funds available for expenses that may be incurred above and beyond house or apartment rental and food (the minimum expense estimate for those items is indicated on page 1).

Expenses will vary depending on location, your individual situation and choices and currency fluctuations or price changes, and may include:

Transportation around Pittsburgh

- Public
 - Monthly PAT bus pass - \$100/month
 - www.portauthority.org

Transportation around Silicon Valley

- Public
 - Express Monthly Pass - \$140/month
 - <http://www.vta.org/>

Health Insurance

- a. if you will receive health benefits as an employee of CMU –
http://www.cmu.edu/hr/benefits/benefit_programs/medical/rates.html
- b. if you will purchase health insurance through University Health Services standard plan administered by Aetna Life Insurance Company (Aetna) –
<http://www.cmu.edu/health-services/student-insurance/index.html>

Please refer to the Office of International Education web site for further information.

<http://www.studentaffairs.cmu.edu/oe/forscho/index.html>