

REQUEST TO EXTEND A J-1 SCHOLAR

University of North Texas

Timing:

The extension can be done anytime before the expiration of the DS-2019. A good time is 60 days before the end date of the current DS-2019 form. International Advising strives to process all incoming requests within 5 working days, provided all the information and required attachments are included with the original application.

Process:

Once the request is submitted, we will evaluate the scholar's eligibility for the extension, see that the budget is met and financial support is documented, and all other requirements such as health insurance, are satisfied. We will issue the DS-2019, which electronically notifies the Department of State and SEVIS of the extension. The scholar will then complete the process in 171 Kendall Hall, or by mail from HSC.

Eligibility:

Before submitting the request to International Advising, first verify the possibility of extending the visitor based on category. Please check section #4 of the J-1's current DS-2019. It should read category (4) Professor or (8) Research Scholar. If it reads (9) Short Term Scholar, extension is rarely possible. Contact Dotty Horton 940-565-2195 with questions.

Steps:

1. Please fill out the bottom portion of this form completely.
 2. Attach a copy of the department's letter of reappointment.
 3. Attach current documentation of financial support if other than UNT funding.
- If your department must go through the Dean's Office for approval, please include the documentation that the appointment has been approved on this level.

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1. Full name of scholar
 2. US home address of scholar (no PO boxes)
 3. Phone and email of scholar
 4. Cooperating Professor/Department
 5. Physical address where J scholar will perform work
 6. Dates of extension
 7. Total Support from UNT : \$
 8. Other support \$
Source and dates of "Other " Supports
 9. Insurance coverage of scholar and family

10. Name, phone and email of Departmental Contact

11. Signature of Departmental Appointing Authority

Date

ADDITIONAL INFORMATION

We are now required to issue a separate DS-2019 for each J-2 family member, even though they are already in the U.S. If you have J-2 family members in the U.S., please complete the following information for each member.

1.) Family Name	First Name	Date of Birth
Country of Birth	City of Birth	Permanent Residency
Citizenship	Gender	Relationship

2.) Family Name	First Name	Date of Birth
Country of Birth	City of Birth	Permanent Residency
Citizenship	Gender	Relationship

3.) Family Name	First Name	Date of Birth
Country of Birth	City of Birth	Permanent Residency
Citizenship	Gender	Relationship

4.) Family Name	First Name	Date of Birth
Country of Birth	City of Birth	Permanent Residency
Citizenship	Gender	Relationship

