

**New DS-2019 Request (Certificate of Eligibility for J-1 Status)**

Revised 3/16

- **To be completed by the sponsoring USC Department**
- **All biographical information must match passport information**

Campus (select one):  
 University Park Campus (UPC)  
 Health Sciences Campus (HSC)

Family/Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Country of Birth: \_\_\_\_\_  
 Place/ City of Birth: \_\_\_\_\_  
 Country of Permanent Residence: \_\_\_\_\_  
 Country of Citizenship: \_\_\_\_\_  
 Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 (mm/dd/year)

Occupation in Home Country (i.e. student, professor, researcher, etc.): \_\_\_\_\_

Email Address: \_\_\_\_\_

**Purpose of this Request:**

New entry to the U.S. from abroad  
*(Includes Change of Status to J-1)*

J-1 transferring to USC from another U.S. institution  
 SEVIS ID (required): N00 \_\_\_\_\_  
 Name of J-1 Advisor: \_\_\_\_\_  
 Phone # of J-1 Advisor: \_\_\_\_\_  
 Email of J-1 Advisor: \_\_\_\_\_  
 Field: \_\_\_\_\_  
*(same as previous DS-2019)*

**Proposed Category at USC:** *(confirm with sponsoring dept.)*

Research Scholar/ Post-Doc  
 Professor  
 Short-term Scholar *(up to 6 months only, no extensions)*  
 Non-Degree Student *(must register full-time for classes)*  
 Bach  Master  PhD  Other \_\_\_\_\_

**Period of Appointment:** *(As seen on invitation letter)*

From: \_\_\_\_\_ To: \_\_\_\_\_  
 mm/dd/year mm/dd/year

**Brief description of activity:** \_\_\_\_\_

Has the applicant previously held J-1 visa status in the US?  Yes  No  
*If yes, please submit photocopy of previous DS-2019*

**Source of Funding:** *(Check all that apply and indicate the amount for each.)*

USC\* *(Departmental budget, grant, etc.):* Specify: \_\_\_\_\_ \$ \_\_\_\_\_  
*\*If funded by USC, has the employing department received funding specifically to promote International Exchange from one or more U.S. government agencies?*  Yes  No

Other organizations providing support: Specify: \_\_\_\_\_ \$ \_\_\_\_\_

Applicant's [personal funds](#): \$ \_\_\_\_\_

Additional funds for dependents (Refer to [funding requirements](#).) \$ \_\_\_\_\_

**Total amount applicant will receive per:**  month  semester  year \$ \_\_\_\_\_

**Accompanying J-2 Dependent Information**

*Please use separate sheet of paper if additional space is needed.*

**Dependent 1**

Family/Last Name: _____	First Name: _____
Place/ City of Birth: _____	Country of Birth: _____
Country of Permanent Residence: _____	Country of Citizenship: _____
Date of Birth: (mm/dd/year) _____	Relationship: _____

**Dependent 2**

Family/Last Name: _____	First Name: _____
Place/ City of Birth: _____	Country of Birth: _____
Country of Permanent Residence: _____	Country of Citizenship: _____
Date of Birth: (mm/dd/year) _____	Relationship: _____

**Dependent 3**

Family/Last Name: _____	First Name: _____
Place/ City of Birth: _____	Country of Birth: _____
Country of Permanent Residence: _____	Country of Citizenship: _____
Date of Birth: (mm/dd/year) _____	Relationship: _____

**Department Information**

*Please do not abbreviate any information.*

Department Contact Name	Email Address	Extension
Sponsoring Faculty Member Name	Email Address	Extension
Department Name	Campus Street Address	
City	State	Zip Code

**Approval Signatures: (both signatures required)**

Sponsoring Faculty Member's Name	Signature	Date (mm/dd/year)
Department Chair or Center Director's Name	Signature	Date (mm/dd/year)

**A non-refundable internal requisition payable to OIS must be submitted with this form. Include applicant's name and date of birth on the requisition.**

- Scholar=\$250
- Student Non-Degree=\$100
- Correction Request for new start date=\$100

Certification of English Language Proficiency for J-1 Program Participation

Applicant's Family/Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Indicate how the sponsoring academic department has certified English proficiency (select one):

**NOTE: Host faculty name/signature is only needed for the documented interview option.**

- TOEFL iBT score of 90 with no less than 20 on each section or an IELTS score of 6.5 with no less than 6 on each band score (submit copy of test score along with this form)
- Documented interview by the academic sponsor conducted:
  - In-person  By videoconferencing  By telephone

*I declare that I have interviewed the prospective exchange visitor and have determined that he/she possesses sufficient English proficiency to function day-to-day both at the university and the community, and will be able to fulfill the duties of the appointment.*

\_\_\_\_\_  
Host Faculty Name (Print)

\_\_\_\_\_  
Host Faculty Signature

\_\_\_\_\_  
Date of Interview

**J-1 Screening Questions for Short-Term Scholars and Research Scholars ONLY**

*This section must be completed by the Principal Investigator (head researcher or faculty advisor).*

- |   |  |
|---|--|
| 1. Are there any personnel restrictions for this project based on nationality?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. Are there any publication restrictions on the output of this research?   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. Will the beneficiary be provided access to any of the following:   |  |
| a) Technology or information marked export-controlled?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| b) Sponsor or third-party proprietary or confidential materials, information, or software?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| c) Encryption source code?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| d) Equipment or information specifically designed or developed for military or space applications?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| e) Information necessary for the <b>development</b> of any tangible article that may be used or developed in the course of his or her work?<br><br>"Development" includes all stages prior to serial production, such as design, design research, design analyses, design concepts, design data, assembly and testing of prototypes, and layouts. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| f) Information necessary for the <b>production</b> of any tangible article that may be used or developed in the course of his or her work?<br><br>"Production" includes all production stages such as product engineering, manufacture, integration, assembly, inspection, testing, or quality assurance.   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| g) Information necessary for the <b>use</b> of any tangible article that may be used or developed in the course of his or her work?<br><br>"Use" includes operation, installation, maintenance, repair, overhaul, and refurbishing.   | <input type="checkbox"/> Yes <input type="checkbox"/> No |