



## Dartmouth College • Office of Visa and Immigration Services

44 North College Street • Suite 6202 • Hanover • New Hampshire • 03755

Telephone: (603) 646.3474 • Fax: (603) 646.1616 • Blitz Bulletin: "Visa Services"

Email: [Visa.and.Immigration.Services@Dartmouth.edu](mailto:Visa.and.Immigration.Services@Dartmouth.edu) • Web: <http://www.dartmouth.edu/~ovis>

### **Request for Extension of J Exchange Program**

This form should be filled out by the international student or scholar, and submitted to the Office of Visa and Immigration Services with required additional evidence no later than 30 days prior to the expiration of the original J program. In addition, students requesting an extension must submit a letter from their academic advisor explaining why additional time is needed as well as evidence of available funds – both amount and source of funds. This can be a letter from the sponsor or funding source, or a personal bank statement). Scholars, professors and specialists must also submit a new appointment letter or letter of support from their Department which includes new dates and funding information. Again, if funding is from an outside (non-Dartmouth) source, we will need evidence of both the amount and source of available funds.

Both students and scholars must submit proof of health insurance coverage for the extension period for both themselves and any accompanying dependents at the time the new form is picked up. This coverage must meet Department of State minimum requirements according to federal laws [22 CFR 62.14]:

Program participants and their dependents are required to have medical insurance coverage with the following minimum benefits:

- Medical benefits of at least \$50,000 per accident or illness
- A deductible not to exceed \$500 per accident or illness.
- Repatriation of remains in the amount of \$7,500 (provided by Dartmouth College)
- Expenses associated with the medical evacuation of the exchange visitor to his or her home country in the amount of \$10,000 (provided by Dartmouth College)

Sponsors are to require that their participants (and any dependents entering the United States as holders of a J-2 visa) have insurance in effect during the period of time they are in the sponsor's program. An insurance policy secured to meet the benefits requirements must be underwritten by an insurance corporation with an A.M. Best rating of "A-" or above, an Insurance Solvency International, Ltd. (ISI) rating of "A-I" or above, a Standard and Poor's Claims Paying Ability rating of "A-" or above, or a Weiss Research, Inc. rating of B+ or above. Alternatively, the sponsor may ascertain that the participant's policy is backed by the full faith and credit of the government of the exchange visitor's home country. For other options, see 22 CFR 62.14.

Program regulations also discuss coverage through HMOs and self-insurance of the above requirements by federal, state or local government agencies, state colleges and universities, and public community colleges, if permitted by law. Refer to [22 CFR 62.14] for additional information.

Please email us at [Visa.and.Immigration.Services@Dartmouth.edu](mailto:Visa.and.Immigration.Services@Dartmouth.edu) if you have any questions.

Please complete the following form and return it with the required documentation to:  
Office of Visa and Immigration Services  
Hinman Box 6202

\*\*\*\*\*

**Extension Request:**

First Name: \_\_\_\_\_ Family Name: \_\_\_\_\_

Local Home Address: \_\_\_\_\_

Local Home Telephone #: \_\_\_\_\_

Field of study / research / teaching: \_\_\_\_\_

Department/School: \_\_\_\_\_ Dept. HB # and Phone: \_\_\_\_\_/\_\_\_\_\_

Position Title: \_\_\_\_\_

Old (current) program dates: From \_\_\_\_\_ to \_\_\_\_\_

New requested program dates: From \_\_\_\_\_ to \_\_\_\_\_

Current J category (circle one):    degree student            non-degree student            short-term scholar  
research scholar            professor            specialist

(Note: total time allowed in J program varies for each category. Short-term scholars are allowed a maximum of six months. Research scholars and professors are allowed a maximum of five years. Specialists are allowed a maximum of one year. Non-degree students are allowed 24 months.)

Will you be traveling outside the U.S. prior to your new requested program start date? \_\_\_\_Yes    \_\_\_\_No  
If Yes, please list departure date: \_\_\_\_\_ and return date: \_\_\_\_\_

**Important Reminders:**

- J-1 scholars and any accompanying dependents in J-2 Exchange Visitor status are required by federal regulations to have sufficient funding and health insurance during their stay in the United States. You must submit proof of funding and proof of extension of health insurance coverage
- Exchange Visitors are limited by federal regulations to employment and affiliation at Dartmouth College only. Occasional lectures and short-term consultations may be allowed in limited circumstances with advance approval from the Office of Visa and Immigration Services

**Family Information**

Please complete this section for any family members in J-2 status who are with the J-1 in the United States. If the J-1's family is not in the U.S., a separate IAP-66 Form may be prepared upon request to allow them to enter the United States in J-2 status. Only the J-1's spouse and children under the age of 21 may be included as J-2 dependents. In addition to the minimum funding level of \$18,000 for the principle J-1 researcher/ Professor, please note that \$5,000.00 funding is required for an accompanying spouse, and \$3,500.00 for each child. (Minimum figures are determined based on U.S. Poverty Level Guidelines, and estimated living expenses for the Hanover area.)

Name	Relationship	Visa Status	Date of Birth	Country of Birth	Nationality

Dept. Signature \_\_\_\_\_  
(Department Chair or Dean)

Date: \_\_\_\_\_