

Travel and Extended Travel Authorization Form

The Student Exchange Visitor Program (SEVP) requires that all J1-visa holders to receive travel authorization prior to traveling during their program. J1-visa holders who receive a travel endorsement signature on their DS-2019 will be permitted to travel internationally for a period of up to 5-months duration. Travel beyond the 5-months limited duration will result in the automatic cancelation of the J1 SEVIS Record.

J1-visa holds who intend to travel for a “extended” period must be listed as “Out-of-Country Status” and will require authorization from their Academic Department and Host Sponsor. International Enrollment has designated an “extended” period to be any period that extends beyond 31 days, or 4 weeks.

Please complete the following section to notify International Enrollment of your intentions to travel.

<p>To Be Completed by Academic Department and Exchange Visitor</p> <p>Exchange Visitor Name (Scholar, Student, Student Intern) Surname (Family) Name: _____ First (Given) Name: _____</p> <p>Intended Exit Date from United States: _____ Intended Re-entry Date: _____</p> <p>Please identify your J1 Category:</p> <p>Please indicate if this is considered “Extended” travel. Meaning the dates of exit and re-entry into the United States are greater than 31 days, or 4-weeks.</p>
<p>Host Sponsor Attestation <i>I understand that signing this document grants my permission for the above listed J1-visa holder to travel during the listed dates on this form. I understand that if the Exchange Visitor (Scholar, Student, or Student Intern) does not arrive within 31 days, International Enrollment will need to be notified of the “Out-of-Country Status.” If the J1-visa holder intends to return to the United States within 31 days, or 4-weeks, they will not be considered on “extended” travel.</i></p> <p>Host Department Name: _____ Faculty/Host Sponsor Name: _____ Faculty/Host Sponsor Signature: _____</p>
<p>If the request is for “extended” travel, the Department Chair must give written authorization, as detailed on the next page.</p>

Department Chair Permission and Authorization Attestation

I understand that signing this statement authorizes the above mentioned J1 Scholar, Student, or Student Intern permission to travel and work remotely during the time listed. I understand that if the J1 Scholar, Student, or Student Intern travels beyond the 5-months permitted by the Department of Homeland Security that their record will be canceled due to non-attendance to their program inside the United States. I, hereby, grant this J1 visa holder this authorization to participate in their program abroad for the listed dates at the location that the J1-visa holder will provide below my signature.

Host Department Name: _____

Department Chair Name: _____

Department Chair Signature: _____

To be Completed by the Exchange Visitor (Scholar, Student, or Student Intern)

Below please list the location that you will be working remotely for the duration of time allotted on the first page:

Location Name: _____

Address Line 1: _____

Address Line 2: _____

City: _____ **Country:** _____ **Zip code:** _____

Contact Information for Exchange Visitor (Scholar, Student, or Student Intern)

Foreign Phone Number: _____ **Email:** _____

Exchange Visitor Attestation

I understand that my SEVIS record will be canceled or terminated if I fail to return or communicate my intentions to attend the program that I have been issued a DS-2019 for. I understand that I must complete this form and receive a travel endorsement prior to leaving the United States. If my intention is to not return to my program, I will inform my academic department and International Advisor. I understand that I must return to the United States within the 5 months allotted and must complete this form if the travel is intended to be greater than 31 days, or 4-weeks.

Printed Name: _____

Signature: _____ **Date:** _____