



Exchange Visitor Program

United States Department of State

Office of Designation Academic and Government Programs Division

<http://j1visa.state.gov/>

Office of Designation
ECA/EC/D/AG
SA-5, 5th Floor
Department of State
Washington, D.C. 20522-0505



Exchange Visitor Program

United States Department of State

“THANK YOU!”

The Department of State
wishes to thank you for the
invitation and for your
commitment to
international
exchange.



Exchange Visitor Program

United States Department of State

Thomas Burgess
Senior Advisor

Robin J. Lerner
Deputy Assistant Secretary
for Private Sector Exchange

Daniel McCartney
Policy Advisor

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SEVIS II
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Academic & Government Programs Division

Tammie King, Acting Chief

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Academic and Government Programs Categories

- **Professors and Research Scholars** (22 CFR 62.20)
- **Short-Term Scholars** (22 CFR 62.21)
- **College and University Students – [Student Interns]**
(22 CFR 62.23)
- **Specialists** (22 CFR 62.26)
- **International Visitors** (22 CFR 62.28)
- **Government Visitors** (22 CFR 62.29)



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Re-designation Process

Items of Focus During the Re-designation Review:

- 1) DS-3036 completed correctly?
- 2) Alternate Responsible Officer(s)? {CFR 62.9}
- 3) At least (3 years) of Annual Reports? {CFR 62.15}
- 4) Correct annual reporting cycle? (academic, calendar, fiscal)
- 5) No less than 5 participants per calendar yr. {CFR 62.8(a)}
- 6) Status of Exchange Visitors. (No Show, Invalid, etc.)
- 7) U.S. addresses updated?
- 8) Up-to-date documents, accreditation, tax-exempt status, if applicable, letter of good standing, and licenses. {CFR 62.5 (1-6)}
- 9) Articles of Incorporation and By-Laws or Charter.
- 10) Insurance compliance? {CFR 62.14 (a)}



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Re-designation Process

Application for Redesignation and/or Amendment

Name of Organization _____ Program Number: P-X-XXXXX

Organization

I hereby certify that I am an officer of the above named organization with the title of President or Chief Executive Officer; that I am authorized by the Board of Trustees or Board or Regents; to sign this certification and bind the organization...

Signed in Ink (*Name*) President's or CEO's signature (*Print Name*) President's or CEO's printed name

Certification of Requirements

Signed in Ink (*Name*) President's or (*Print Name*) President's or



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Not major problems but important to mention:

AROs

Notification Requirements

Keep SEVIS sponsor profile up to date

Do not share SEVIS IDs

ECA/EC/D/AG



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Pay.gov

- To request a template, please e-mail
Tammie King at KingTA@state.gov



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Additional Questions



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Waiver Review Division Bureau of Consular Affairs

- Information on waivers is available online at:
http://travel.state.gov/visa/temp/info/info_1296.html
- For questions, call:
Office of Public Inquiries (202) 663-1225.
- The J-1 Visa Waiver Recommendation Application, Form DS-3035, must be completed online.



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