

# J-1 Scholar Away from Ohio State for More Than One Month Request Form

J-1 Scholar Name: \_\_\_\_\_ Employee ID: \_\_\_\_\_

Ohio State Host Department: \_\_\_\_\_

According to U.S. Department of State policy, J-1 scholars cannot remain outside of the United States for more than one month and still maintain active J-1 status and Form DS-2019 unless they will:

- Maintain insurance coverage throughout their time away from the United States; and
- Continue to engage in their Ohio State J-1 program activity as stated on their DS-2019

To meet this requirement, please complete this form and attach:

- Proof of insurance coverage for the duration of your stay outside the United States
- A signed letter from your supervisor that addresses:
  - The on-going research plan for the continuation of your program objective while you are away from the United States
  - The dates you will be outside of the United States
  - Whether you will be paid or unpaid during this time

If you cannot submit documentation that meets the requirements listed above, your options are:

- Return to Ohio State in one month or less to maintain your current J-1 program
- Complete your current J-1 program and return home, ending your current J-1 program. [Departure Form must be submitted]
  - For Research Scholars and Professors, this begins the 24-Month Repeat Participation Bar
  - For some, it begins the 2-Year Home Residency Requirement

J-1 Scholar Name: \_\_\_\_\_

J-1 Scholar Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resource Professional (HRP): \_\_\_\_\_

HRP Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office of International Affairs Advisor Signature: \_\_\_\_\_

Approved       Denied      Date: \_\_\_\_\_