

INTERNATIONAL SCHOLARS

Dependent Request Form – Add or Remove J-2 Dependent

Section 1: Information about J-1 Scholar (Please Print)

Last/Family Name

First/Given Name

Middle Name

Employee ID#

Date of Birth (mm/dd/yyyy)

Email Address

Phone Number

- I request that the dependent(s) named below be added to my SEVIS record
- I request that the dependent(s) named below be removed from my SEVIS record

Please explain:

- I have notified the dependent named below that he/she will be removed from my SEVIS record
- I have **NOT** notified the dependent named below that he/she will be removed from my SEVIS record

Scholar's Signature

Date (mm/dd/yyyy)



Section 2: Information about J2 Dependent(s)

*Please include a copy of each dependents' passport picture page

	Dependent 1	Dependent 2	Dependent 3
Last/Family name (as it appears in passport)			
First/Given name			
Middle Name			
Relationship to you (Spouse, Daughter, Son)			
Date of Birth	____/____/____ month/day/year	____/____/____ month/day/year	____/____/____ month/day/year
City of Birth			
Country of Birth			
Country of Citizenship			
Country of Permanent Residence			

Section 3: Source of Funding (please provide sufficient financial documentation):

- The Ohio State University \$ _____
- U.S. Government Agency(ies) \$ _____
- Visiting Scholar's Government \$ _____
- International Organization(s) \$ _____
- Other Organization(s) \$ _____
- Personal Funds \$ _____



Tips for Visa Application and U.S. Entry for J-2 Dependents

Suggestions for Visa Application:

The spouse and unmarried minor children (under the age of 21) of J-1 scholars may either accompany them to the United States, or come alone on a later date. In order to apply for a J-2 visa, the dependent(s) should have the following:

1. A valid passport.
2. Proof that they have sufficient funds to meet all of their expenses while in the United States by having copies of the J-1's funding documents (bank statements, scholarship, offer letter from department, etc.).
3. A valid form DS-2019. Please complete the form on the back of this sheet and bring it to an OIA advisor to obtain a DS-2019 for a dependent.
4. A marriage or birth certificate showing the relationship to the J-1 scholar. Please make sure to have an English translation if necessary.
5. A copy of the J-1's DS-2019, a passport, and I-94 card or printout of I-94 page.
6. A letter from your department confirming your activity as a J-1 scholar in the department as well as your salary (if applicable) is advisable.
7. Check the U.S. Embassy or Consulate's website for detailed information about the requirements. Please note that each country's U.S. Consulate may have its own specific requirements.

When Entering the U.S.:

When the family members arrive at a United States port of entry, they will present their passports containing the J-2 visa and the DS-2019 to the immigration inspector. Upon admitting them to the United States, the inspector will scan the visitor's visa, creating an electronic Form I-94 (Arrival –Departure Record), which is available online and shows the date and place of entry, and the authorized period of stay (which should be D/S for Duration of Status).

Other Considerations:

Reasons for denial of a visa include lack of proper documentation (such as lack of evidence of sufficient financial support), suspected excludability (such as criminal activity), or, most often, the inability to convince the consular officer that they will return to their home country after the authorized stay has ended

Visa issuance decisions are made by the State Department employees at U.S. embassies or consulates abroad. USCIS personnel are generally not involved in these matters. By statute, a consular official has absolute authority to determine the facts that will govern the issuance of a visa and the applicant has no statutory or constitutional right to review or appeal. The regulations do allow, however, for informal review of a consular officer's adverse determination. An individual who is denied a visa must be advised of the specific reasons for denial and given an opportunity to present evidence to overcome the stated objections. Applicants can reapply for a visa.

OIA is not able to assist dependents to reverse adverse decisions made by U.S. embassies or consulates abroad.

Please bring a Photo ID with you when collecting your dependents' DS-2019

