J-1 Scholar Away from OSU for More Than One Month Request Form

J-1 Scholar Name: ___________________________ Employee ID: __________________

OSU Host Department Name: ___________________________ ___________________________

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

- Maintain insurance coverage throughout their time away from the U.S. and
- Will continue to engage in their OSU 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 U.S.
- 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 U.S.
  - The dates you will be outside of the U.S.
  - 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 OSU 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 __________________

________________________________________

OIA Advisor Signature ___________________________ Date __________________

Approved ____________ Denied ____________