

J-1 VISA DOCUMENTATION LIST

Upon a successful completion of the J-1 English Language Proficiency Requirement, J-1 visa documentation will need to be submitted via email to Dorota Wilk (dorota.wilk@wsu). All listed below documents need to be translated to English and saved in a PDF format.

1. Copy of your highest degree earned diploma.
2. Copy of previous DS2019's and J-1 visas in the U.S (if any)
3. Copy of the passport. If the passport has a page showing renewals, please be sure to include that page. If the scholar will bring dependents, please provide copies of the dependents passports as well.
4. Correct mailing address (street address needed with ZIP code) and phone number. It will be used to mail your DS 2019 once it is approved and create your WSU ID #.
5. Proof of financial support dated within the last 6 months. If the scholar is going to be supported in whole or in part by anybody outside the university, we need documents for that support. A copy of a translated letter from a sponsoring agency will be fine if it shows the dates of the support and the amount of support. If a person is coming here for a very short time and just paying his or her expenses, a copy of a translated bank statement is usually what demonstrates financial support. If supported by a relative or friend, an updated bank statement under that person's name (with the same guidelines as above) along with a signed letter confirming they will be supporting this specific scholar will be necessary. The funding minimum for a scholar is \$1500 per month. If the scholar is accompanied by spouse and two children, it will be $\$1500 + \$900 + \$500 + \$400 = \$3300$ per month.
6. Brief description of research (about a sentence). The scholar must be performing collaborative research and can only work on the project we specify. It's best to be fairly general in this description.
7. Will the scholar perform their activities in a secondary site of activity (another WSU campus or Research Extension center)? If so, please describe which site(s).
8. Curriculum vitae. The CV should show education with months and years in which degrees were earned, positions held, publications, etc.
9. Two-three letters of recommendation. These are necessary for the adjunct appointment. They can come to me as electronic mail messages.
10. Information about the scholar and accompanying family members, if any:
 - a) Name (please specify the family name)
 - b) Date of birth
 - c) Place of birth (city, province, country)

11. Proof of insurance. The scholar will have to have medical insurance for themselves and their dependents for the entire duration of their program while in the United States and will need to show proof of that insurance meeting specific J-1 requirements. The insurance can be purchased once the scholar arrives at WSU. It has to be obtained within 3 business days of arrival. In addition, the scholar will need medical evacuation insurance to cover the cost of return to home country in the event of really serious illness. The medical evacuation insurance is not very expensive. The university will not pay it so the scholar will have to do so. Please check the link here for more details:
<https://ip.wsu.edu/on-campus/medical-insurance/>