

J-1 Academic Training

Eligibility

- J-1 students in good academic standing may be eligible for employment authorization for a period of up to 18 months, for training directly related to their field of study during or after completion of their academic program.
- Post-doctoral students may participate in an additional 18 months of post-doctoral research up to a total of 36 months. The total training period is inclusive of any prior academic training in the United States as an exchange visitor, and may not exceed the period of the full course of study in the United States.
- J-1 academic training is approved for a specific position and needs to begin no later than thirty days following the completion of the academic program. During the authorized academic training period, a J-1 student is required by the U.S. Department of State to have continued J-1 exchange visitor program compliant health insurance in effect, which covers illnesses/accidents including medical evacuation/repatriation.

Procedures

1. Please provide the following:

Name:

Family First Middle

Local Residential Address: _____

Phone Number: _____ Alternate E-Mail: _____

Academic Program: _____ Expected Completion Date: _____

Employer Name: _____ Employer Address: _____

Name & Phone # of Supervisor: _____

Specific Dates of Employment (mm/dd/yy): _____

From

To

Please list any previous periods of academic training with dates and employer info:

Employer Name & Location From To

Employer Name & Location From To

Employer Name & Location

From

To

2. Obtain an employer offer letter with begin/end date(s), job duty description and pertinent salary information.
3. Request a letter of recommendation from your department chair, academic advisor or graduate advisor that includes the following:
 - a. The goals and objectives of the specific training program, and an evaluation of the effectiveness and appropriateness of the program in achieving the stated goals and objectives;
 - b. A description of the training program, including its location, the name and address of the employer and training supervisor, number of hours per week, and specific dates of the training;
 - c. How the training relates to the student's major field of study;
 - d. Why it is an integral or critical part of the academic program of the J-1 student
 - e. The completion or the expected completion date of the academic program
4. When the above documents are ready, please return them with your application to OISSS. You will be provided with a written authorization letter and a new DS-2019. The written authorization is employer and date specific. Please contact OISSS prior to changing employers.
5. Keep OISSS informed of any address changes.

Please note that J-1 students, who are not sponsored by Brown University, need to contact their program sponsor for any employment authorization requests prior to beginning their employment.