

CU-Boulder J-1 Program Information Summary

Sponsoring Department: Please complete pp. 1-2 of this form. ISSS will include it with the DS-2019 for the J-1 visitor. In order to comply with regulations, the department must mail the completed *J-1 Program Information Form* to the J-1 visitor with the DS-2019.

J-1 Exchange Visitor (EV) Program

The primary purpose of the J-1 exchange visitor program is to 1) foster the exchange of ideas between Americans and foreign nationals; 2) increase mutual understanding; 3) encourage international teaching and research collaborations; and 4) cultivate connections between U.S. and foreign individuals. EV brochure: <http://j1visa.state.gov/wp-content/uploads/2013/08/The-Exchange-Visitor-Program.pdf>

Estimated J-1 Program Expenses

The University estimates the minimum amount of funding necessary to participate in a J-1 program at CU-Boulder is:

- J-1 Visitor: \$22,140/ year / \$1845/month
- J-2 Spouse: \$11,076/ year / \$923/month
- Each J-2 Child: \$10,572/year / \$881/month

These estimates include basic housing, food, transportation, and insurance costs. Depending on your lifestyle, additional funding may be necessary.

Housing is not provided by the J-1 program. J-1 visitors must arrange their own temporary housing.

For housing information, access: <http://www.colorado.edu/oie/scholar-community/housing-options>

J-1 Exchange Visitor

Last Name: _____ First Name: _____

If applicable, Employee ID: _____

Host Department Information

Department: _____

Department Address: _____

Host Faculty Member

Name _____ Email: _____ Phone: _____

Office Location: _____

J-1 Program Information

Dates of CU-Boulder J-1 Program: _____ to _____ # of Work Hours/Week: _____
Month/ Day / Year Month/ Day / Year

Job Code: _____

What will the J-1's HRMS Account Status be? (Determines whether a scholar has an IdentiKey, colorado.edu email, remote library access etc.)

- ☐ Faculty/Staff (on payroll) ☐ **Person of Interest Type A** (IdentiKey only) ☐ **Person of Interest Type B** (IdentiKey & colorado.edu email)
(e.g., volunteer, other) (e.g., visiting scholar, external instructor, affiliate, external trainee)
- ☐ **Person of Interest Type C** (requires SSN) ☐ **Sponsored Affiliate** ☐ Person of Interest with No Services Provided
(e.g., pre-employment, summer employment)

Please be sure to add POI type in HRMS if applicable: <https://www.cu.edu/employee-services/policies/add-or-add-additional-poi-relationship>

Summary of J Program Activities, Jobs Duties, & Cultural Components:

If the J-1 visitor will be on the CU-Boulder payroll, please complete CU-Boulder Payroll section below.

CU-Boulder Payroll

Percentage of Appointment: _____ Monthly Salary: _____ or Total Stipend: _____

Common Payroll Deductions Depending Whether You Enroll in the Benefit or Service:

- CU Insurance (Health, Dental, Vision, Life, Disability): <https://www.cu.edu/employee-services/benefits/faculty-benefits>
- CU Parking Permit: <http://www.colorado.edu/pts/parking-permits/facultystaff-permits>
- CU Recreation Center Membership: <http://www.colorado.edu/recreation/membership-lockers/membership-rates>
- Life Insurance: <https://www.cu.edu/employee-services/life-insurance>
- Disability Insurance: <https://www.cu.edu/employee-services/disability-insurance>

Insurance

J-1 Exchange Visitors and accompanying J-2 dependents are required to maintain comprehensive medical insurance with evacuation and repatriation coverage that meets U.S. government minimum requirements beginning on the start date of the J-1 program (indicated in item 3 of the DS-2019) continuing to the end of the J-1 program. If you begin your position after the first day of the month and plan to enroll in CU health insurance, your insurance coverage will not begin until the first day of the next month. If this is the case, you must purchase a temporary health insurance policy that meets the minimum insurance requirements that begins on your J program start date and runs until the start of your CU insurance.

J Insurance Requirements

The J insurance must provide the following minimum coverage:

- Minimum medical benefit of \$100,000 per person per accident or illness;
- Deductible that does not exceed \$500 per accident or illness;
- Minimum repatriation of remains in the amount of \$25,000;
- Minimum medical evacuation expenses in the amount of \$50,000; and
- Co-insurance paid by J1 not to exceed 25% of covered benefits per accident or illness.

Insurance policies:

- May require a waiting period for pre-existing conditions that is reasonable as determined by current industry standards; and
- Must not unreasonably exclude coverage for the perils inherent to the activities of the exchange program in which you participate.

Any policy, plan, or contract secured to fill the J insurance requirements must at minimum be:

- Underwritten by an insurance corporation having:
 - An A.M. Best rating of "A-" or above; or
 - A McGraw Hill Financial/Standard & Poor Claims-paying Ability rating of "A-" or above; or
 - A Weiss Research, Inc. rating of "B+" or above; or
 - A Fitch Ratings, Inc. rating of "A-" or above; or
 - A Moody's Investor Services rating of "A3" or above; or
- Be backed by the full faith and credit of the exchange visitor's home country; or
- Part of a health benefits program offered on a group basis to employees or enrolled students by a designated sponsor; or
- Offered through or underwritten by a federally qualified Health Maintenance Organization or eligible Competitive Medical Plan as determined by the Centers of Medicare and Medicaid Services of the U.S. Department of Health and Human Services

CU-Benefits Summary

Please speak with your hosting department payroll liaison about the benefits/services available to you. For detailed benefits eligibility information based on job code, access: <http://www.cu.edu/employee-services/policies/benefit-eligibility-matrix>

Rights and Protections for Temporary Workers

Please review the Rights and Protections for Temporary Workers information online at:

<http://travel.state.gov/content/visas/english/general/rights-protections-temporary-workers.html>

Mandatory ISSS Scholar Immigration Check-In

All CU-Boulder J-1 Scholars are required to attend the J-1 Scholar Immigration Check-In Session at 10 am on the Tuesday after arriving in Boulder.

- Please register for your check-in session online at: <https://www.eventbrite.com/e/j-1-scholar-immigration-check-in-tickets-11456768503>.

Please be sure to bring the required immigration check-in documents (e.g., visa, I-94, address form, insurance compliance form). J-2 dependents are welcome to attend with you.

If you experience a delay (e.g., visa processing delay) and you will not enter the U.S. on the start date indicated on your DS-2019, you must contact your department to discuss a new start date. Your department must contact ISSS to report this information as a new DS-2019 may be required for entry to the U.S. If you will report directly to a research site that is not located near Boulder, Colorado, you must notify ISSS to report the research site and coordinate a check-in within the 30 day reporting period.

212(e): Two Year Home Country Physical Presence Residency Requirement

A J-1 exchange visitor can become subject to the two year home residency requirement, if:

- The exchange visitor's participation in the J program was financed, directly or indirectly, by funds from the U.S. or a foreign government for the purpose of participating in the exchange;
- The "home" country has included the field that the exchange visitor's program is in is on the State Department Exchange Visitor Skills List: <http://travel.state.gov/content/visas/english/study-exchange/exchange/exchange-visitor-skills-list.html>
- The exchange visitor comes to the U.S. to receive "graduate medical education or training."

The U.S. consulate typically marks whether a J exchange visitor is subject to 212 (e) on the lower left corner of the DS-2019 and the bottom of the J visa.

An exchange visitor who falls into one of these groups will continue to be subject, even if funding or field of study changes. If the principal J-1 exchange visitor is subject to the two-year residence requirement, all dependents who enter the U.S. in J-2 status are subject to it as well.

Exchange visitors who are subject to the two-year home country residence requirement must "reside and be physically present" in their "home" country for an aggregate of two years before being eligible for certain immigration benefits. While subject to 212(e), exchange visitors are ineligible for the following benefits:

- They are not eligible for an immigrant visa or for adjustment of status to lawful permanent resident (immigrant/green card) status;
- They are not eligible for an H visa (temporary workers and dependents), or an L visa (intracompany transferees and dependents);
- They are not eligible to change their nonimmigrant status within the United States from J to any other nonimmigrant category except A (diplomatic) and G (international organization) statuses.

An exchange visitor subject to the two-year home residency requirement who later obtains citizenship or legal permanent residence in a third country is still subject to the requirement, and can only comply with it in the country of citizenship or legal permanent residence that was the basis for becoming subject.

If you are granted a waiver of 212(e), you are not eligible to extend or transfer your J-1 program. Information about applying for a waiver of 212(e) is online at: <http://travel.state.gov/content/visas/english/study-exchange/student/residency-waiver.html>

U.S. Tax Obligations

Individuals considered nonresident aliens for tax filing purposes must file the Federal Form 8843 each tax year regardless of whether or not they received income in the U.S. if they were:

- In the U.S. during the tax calendar year, and
- In F-1, F-2, J-1, J-2, M-1, M-2, Q-1, or Q-2 visa status

Nonresident aliens who earned or received income in the U.S. (e.g., payment for employment, scholarships, stipends) may be required to file additional federal and Colorado state tax forms. Tax documentation must be postmarked by April 15. **ISSS does not offer tax advice. You must consult a tax specialist. Please review the resources below:**

- Determine Alien Tax Status: <http://www.irs.gov/Individuals/International-Taxpayers/Determining-Alien-Tax-Status>
- ISSS Tax Obligations Webpage: <http://www.colorado.edu/oie/information-all-international-students/tax-obligations>
- Local Tax Preparation Specialists: <http://www.colorado.edu/oie/node/825/attachment/newest>
- Internal Revenue Service: <http://www.irs.gov/businesses/small/international/article/0,,id=96431,00.html>
- Colorado Department of Revenue: <http://www.colorado.gov/cs/Satellite/Revenue/REVM/1176842266433>
- NAFSA Tax Resources for International Students and Scholars: <http://www.nafsa.org/findresources/Default.aspx?id=18787>