



DS-2019 Request: Exchange Visitor Program Information & Details- Student Intern

Student Intern Name: _____

Host Supervisor Name: _____

Host Department Information E-Form

Information collected on:

- [Scholar: Prospective J-1 Exchange Visitor Intake Form](#)
- [Department: Prospective Student Intern Exchange Visitor Program Worksheet](#)

Program Information & Details E-Form

Exchange Visitor Student Intern Program Request

Request Type: New exchange visitor program Transfer of an exchange visitor program to CU Boulder

[Program Category](#): Student Intern

Prospective Student Intern Exchange Visitor's Educational Background

Name of University/Institution Abroad the Student Intern is Currently Pursuing a Degree at:

Academic Field of Student Intern's Current Degree Abroad: _____

Degree Level: Bachelor's Master's Doctorate

Will the prospective exchange visitor student intern complete this degree by the requested start date of the CU Boulder exchange visitor program?

No

Yes—Contact your [ISSS advisor](#) to discuss other visa options including other [J-1 scholar exchange visitor categories](#).

Exchange Visitor Program Student Internship Dates (approved by ISSS)

DS-2019 Start Date: _____

DS-2019 End Date: _____

Exchange Visitor Program Information

Be as specific as possible when providing the academic field, rationale, and goals and objectives of the exchange visitor student intern program. This information helps [OEC](#) make their determination; the CIP code and academic field appear on the DS-2019.

Access the [Classification of Instructional Program \(CIP\) code](#) website.

- **Search by keywords to find the academic field title and CIP code that best reflects the proposed exchange visitor program goals and objectives.**

CIP Code: _____ Academic Field: _____

Short description of the exchange visitor student intern program.

General description of proposed exchange visitor student intern program (in layperson's term, no more than 5 words).
- e.g., Research in photonics

Nature of Supervision/Progress Monitoring (to ensure the welfare of the exchange visitor and fulfillment of goals):

Will the proposed exchange visitor student intern program include clerical activities?

No Yes—Cannot exceed 20% clerical work

Clinical/Patient Activity:

No Yes—Is the exchange visitor a medical student? No Yes

Have a medical degree? No Yes (upload documentation)

***[Exchange Visitor Permissible Contact with Human Participants and/or Animal Subjects](#) Upload Required**

Provide description of activity/contact.

*** Invitation Letter Upload Required**

- [Exchange Visitor Program \(eligible for benefits\) Invitation Letter](#)
- [Exchange Visitor Program \(NOT eligible for benefits\) Invitation Letter](#)

CU Boulder Exchange Visitor Student Intern Position Information

Position Title: _____ Position/Job Code: _____

Percentage Appointment: _____ Number of Hours of Internship Work per Week (32 minimum): _____

Remote Work: No Yes-- _____ % of the work will be completed remotely

Exchange visitor scholars must pursue their program goals and objectives at least 3 days a week on the CU Boulder campus or the primary CU-sponsored work site.

[Person of Interest](#) (POI) Type: _____

Eligible for CU Benefits: No Yes

Site(s) of Activity

Full physical address of all sites of activity/ research sites (not UCB mail stop).

University Funding

CU Boulder Funding:

- No
 - Yes— \$ _____ for full duration of the exchange visitor program
 - Obtained official offer letter signed by all parties
- * University Offer Letter Upload Required**

Will exchange visitor be paid with funds that were awarded to CU from any government agency (e.g., NIST-PREP)?

- No
- Yes— Government Agencies _____
Amount(s): _____

Will the exchange visitor work on (and possibly be funded by) any sponsored research projects (federal grants, contracts, etc.) as part of the exchange visitor program?

- No
- Yes—Enter the Project PI, Email Address/Phone, Name of Project Sponsor, and Project Title for each project.

English Proficiency

- Passport from English speaking country
- Diploma from US or foreign institution with instruction occurring in English
- Official score from English language test taken in the last two years
- Letter from internationally-recognized academic institution/English language school indicating level of English proficiency
- Exchange Visitor English Proficiency Interview Assessment Report

*** English Proficiency Documentation Upload Required**

Cultural Components

Examples:

- Attendance at U.S. Conference Cultural Discussion Community Service
- Participation in Cultural Event Training in US Teaching Pedagogy

List the cross-cultural goals/components and programming the host department will provide including dates of activities (if applicable).

Notes