APPLICATION FOR A FORM DS-2019

To issue a DS-2019, “Certificate of Eligibility for Exchange Visitor (J-1) Status,” the following information is required:

1. **NAME:**
   - As on Passport
   - **Family/Surname**
   - **First**
   - **Middle**

2. **CHECK ONE FOR EACH SET OF INFORMATION:**
   - [ ] Male
   - [ ] Single
   - [ ] Female
   - [ ] Married

3. **BIRTH DATE:**
   - **Month**
   - **Date**
   - **Year**

4. **BIRTH PLACE:**
   - City, Country

5. **COUNTRY OF CITIZENSHIP:**

6. **COUNTRY OF LEGAL PERMANENT RESIDENCE:**

7. What position (e.g., professor, undergraduate student, rector) does the visitor hold in his/her country of legal permanent residence:
   - **Title/Activity:**
   - **Institution/Company:**
   - City, Country:

8. **PROPOSED PERIOD OF STAY IN THE UNITED STATES:**
   - **From:**
     - **Month**
     - **Date**
     - **Year**
   - **To:**
     - **Month**
     - **Date**
     - **Year**
   - **Maximum anticipated stay (weeks, months, years):**

   **Please note:** As articulated in regulations of the Department of Homeland Security, attempting to enter the United States more than 30 days before or after the begin date shown above may result in refusal of admission to the United States at the Port of Entry.

9. The category of this visitor at Texas Tech University will be (see definitions on page 4):
   - [ ] Student
   - [ ] Professor
   - [ ] Research Scholar
   - [ ] Short-Term Scholar
   - [ ] Specialist
   - Student Intern
10. **DETAILED DESCRIPTION OF VISITOR’S PROGRAM AT TTU:**

| Major Field: |  |
| Minor Field: |  |
| Brief Description: |  |
| At what physical address will the visitor perform this work? |  |

11. **PRIMARY RESPONSIBILITY AT TTU WILL BE:**

- [ ] Teaching
- [ ] Research
- [ ] Other (explain):  

12. **VISITOR’S SPECIFIC EDUCATIONAL FIELD:**  

13. **LIST DEGREES OR OTHER QUALIFICATIONS:**  

14. **FINANCIAL SUPPORT:** List each source and amount (in U.S. dollars) to be received during stay. **If support is from any source other than TTU, attach proof of support.**

<table>
<thead>
<tr>
<th>$</th>
<th></th>
<th>TTU; Department:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>Will any U.S. government funding be involved?</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>b.</td>
<td>Was this government funding received specifically for the visitor?</td>
<td>Yes</td>
<td>No</td>
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<td>c.</td>
<td>Was the funding received specifically designated for an exchange visitor program?</td>
<td>Yes</td>
<td>No</td>
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<td>U.S. Government Agency; Name of Agency:</td>
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<td>International Organization; Name of Organization:</td>
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<td>Exchange Visitor’s Government</td>
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<td>Personal Funds</td>
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<td>Other; Please explain:</td>
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</tbody>
</table>
15. Visitor’s passport/travel document will be issued by what country?

____________________________

16. Passport # (if known): __________________________

17. Visitor’s mailing address: ________________________________________________________________

Visitor’s current phone # __________________________ Email address ____________________________

18. If the visitor has been in the U.S. previously as an Exchange Visitor (J-1 visa holder), please give details of program and inclusive dates:

_____________________________________________________________________________________

_____________________________________________________________________________________

19. If the visitor will be accompanied by a spouse and/or children, please provide the following information for each: (Continue on separate sheet if needed.)

<table>
<thead>
<tr>
<th>Spouse</th>
<th>Full Name</th>
<th>Relationship to Visitor (Son/Daughter)</th>
<th>City &amp; Country of Birth</th>
<th>Date of Birth (M/D/Y)</th>
<th>Present Nationality</th>
<th>Already in U.S.?** (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child</td>
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** If dependents are already in the U.S., please provide their passport number, passport expiration date, and country of issuance on a separate sheet.

20. This request is to:

☐ Invite visitor from another country

☐ Transfer from another J-1 program

☐ Change the status of an alien already in the U.S. to J-1 status

21. If the exchange visitor is currently in the U.S.:

Present non-immigrant status is ____________________________________________________________

b. Sponsor is ____________________________________________________________

c. Present appointment ________________________________________________________________

d. Date of entry to the U.S. in the current status __________________________________________

e. Permission to stay in the U.S. expires on (M/D/Y) ________________________________


Social Security Number: ________________________________________________________________

22. Number: _______ _______ _______ _______ _______ _______ _______ _______ _______ _______ _______
23. Please provide a shipping account number (FOP):

Sponsoring department:

24. The individual within the visitor’s department who will be responsible for the visitor is:
   a. Name
   b. Campus Phone Email:
   c. Campus Mail Stop

25. The person authorizing this appointment is:
   a. Name/Title
   b. Department
   c. Signature/Date

PLEASE RETURN THIS APPLICATION AT LEAST TWO MONTHS BEFORE YOU WISH THE VISITOR TO ARRIVE IN THE U.S. TO:

Phillip Gill
Office of International Affairs
Texas Tech University
P.O. Box 45004
Lubbock, Texas 79409-5004
U.S.A

TEL: 806-834-8833
FAX: 806-742-1286
E-MAIL: Phillip.Gill@ttu.edu

DEFINITIONS OF VISITOR CATEGORIES

STUDENT: An individual who is studying in the United States pursuing a full course of study leading to or culminating in the award of a U.S. degree from a post-secondary educational institution; or who is engaged full-time in a prescribed course of study of up to 24 months duration conducted by a post-secondary accredited educational institution.

PROFESSOR: A person who is engaging in a program for the purpose of teaching or conducting advanced research or both in an established institution of higher learning. [Maximum stay: 5 years]

RESEARCH SCHOLAR: A person who is engaging in a program for the purpose of undertaking or participating in research. [Maximum stay: 5 years]

SHORT-TERM SCHOLAR: A professor, research scholar, or person with similar education or accomplishments coming to the United States on a short-term visit for the purpose of lecturing, observing, consulting, training, or demonstrating special skills at research institutions, museums, libraries, post-secondary accredited educational institutions, or similar type of institutions. [Maximum stay: 6 months]
SPECIALIST: An expert in a field of specialized knowledge or skill coming to the United States for observing, consulting, or demonstrating special skills, except professors, research scholars, and alien physicians in graduate medical education or training. [Maximum stay: 1 year]

[Definitions based on USIA rulemaking, Federal Register Vol. 58, No. 52; March 19, 1993]

STUDENT INTERN: A student from a foreign university coming to the United States to complete an internship required by the foreign degree program. [Maximum stay: 1 year] Additional paperwork (DS-7002) is required for this category. Please submit the DS-2019 application for Student Interns at least 90 days prior to the Student Intern’s program start date.

Rev: 04/2015