

J-1 Student Intern Information and Instructions

The University of Massachusetts Dartmouth is authorized by the U.S. Department of State to issue DS 2019s to Student Interns under its J-1 Exchange Visitor Sponsorship. Student interns typically come to the University for a specific period of time as part of a University internship program or with UMass Dartmouth faculty sponsorship.

Definition of J-1 Student Intern at UMass Dartmouth – an international student who

- is currently enrolled in a degree program at a degree- granting post-secondary academic institution outside the U.S.
- enters the U.S. to participate in a structured and guided internship program at UMass Dartmouth in a specific academic field
- has a UMass Dartmouth faculty or department sponsor
- must work at an **on-campus** student intern position
- must meet the eligibility requirements listed on page 2 of this document (*J-1 Student Intern Eligibility Requirements*)

Procedure

Please submit the J-1 student intern paperwork at least 90 days prior to the projected start date of the position, as visa processing times at the U.S. embassy or consulate vary and could take several weeks.

In order for the International Student & Scholar Center (ISSC) to prepare the DS 2019 form for the student's entry visa application, we need the documents listed below. While those steps are being worked on, you should also contact the International Student & Scholar Center (ISSC) as soon as a prospective student intern is identified to discuss eligibility, appropriate visa classifications, and start collecting documents:

- 1 a copy of appointment paperwork prepared and approved as specified in the **UMass Dartmouth Policy on Honorific Appointments**
2. evidence from the Office of Institutional Ethics and Compliance that the proposed appointment has been met the export control requirements.
3. Certification of English language proficiency

What's Next

When all the required information is complete, the ISSC will review the paperwork and issue:

- a SEVIS Form DS-2019 – Certificate of Eligibility for Exchange Visitor
- Form DS-7002 – Training/Internship Placement Plan (T/IPP)

Prospective student interns outside the U.S. must use the SEVIS Forms DS-2019 and DS-7002 to apply for a J-1 Visa at the nearest U.S. embassy or consulate in the home country. After a J-1 visa is issued, the student intern may travel to the United States. A student intern already in the U.S. should contact the ISSC to discuss further immigration status processing.

J-1 Student Intern Eligibility Requirements:

To be eligible for appointment as a J-1 Student Intern, a participant must meet these conditions:

- Be currently "enrolled in, pursuing a degree, and be in good academic standing, at an accredited post-secondary academic institution outside the United States."
- The U.S. internship must "fulfill the educational objectives for the current degree program at the home institution."
- Complete with the Faculty Sponsor the J-1 Student Intern Certification of English Language Proficiency
- Be "primarily in the United States to engage in a student internship program rather than to engage in employment or provide services to an employer."
- Be "accepted into a student internship program at the post-secondary accredited academic institution listed on his or her Form DS-2019."
- The student must return to the academic program outside the United States "and fulfill and obtain a degree from such academic institution after completion of the student internship program."
- Have "sufficient finances to support himself or herself, and any dependents in the U.S., for their entire stay in the United States, including housing and living expenses." UMass Dartmouth currently uses \$1,500 per month as a minimum amount. Intern must also pay the monthly cost of insurance, which will vary according to the amount and type of coverage purchased. (See information at the end of this document on Health Insurance Requirements for J-1 visa holders.)

The **Faculty Sponsor** must provide to the International Student & Scholar Center (ISSC):

- A copy of an approved Honorific Appointment document
- Completed and Signed J-1 Student Intern Application Form
- Completed and signed DS-7002
 - Sent to student intern with DS-2019
- Completed J-1 Student Intern Certification of English Language Proficiency form
- Original Financial Documentation
 - If funding is internal, then information must be provided on J-1 Student Intern Application form
 - If funding is being provided from outside the University, then original documents must be received by ISSC prior to release of DS-2019
- Confirmation from the Director of the Office of Institutional Ethics and Compliance regarding export control clearance

- A confirmed **meeting** at the ISSC for Student Intern(s) **upon arrival** in order to validate Intern in SEVIS and receive a brief orientation
- J-1 Student Intern evaluation form (provide to ISSC at the end of the internship)

The University's (Program Sponsor) Responsibilities:

Prior to issuing a Form DS-2019 to sponsor a student in the J Student Intern category, an exchange visitor program sponsor must:

- Be an accredited post-secondary academic institution designated in the J College and University Student category.
- Accept the student into its student internship program.
- Confirm the results of the J-1 Student Intern Certification of English Proficiency process conducted by of the faculty sponsor
- Verify the details of the placement for the intern before issuing the DS-2019.
- Complete Form DS 7002 (Training/Internship Placement Plan (T/IPP)).
- Require an evaluation of all student interns to be done by the Faculty Sponsor. All programs must do a concluding evaluation, and programs lasting more than six months must do a midpoint and concluding evaluation. The sponsor must retain these evaluations for at least three years following the completion of the student's internship program.
- Ensure the student intern has sufficient finances for the entire stay in the United States.
- Provide an Orientation covering regulations, University, internship, and the local area.
- Not involve in any way a "staffing/employment agency."

Health Insurance Requirements for J-1 visa holders

All J-1 Exchange Visitors (including Student Interns) and their dependents must have health insurance that meets the U.S. Department of State requirements. The University of Massachusetts campuses offer J-1 Exchange Visitors free-of-charge coverage of **Medical Evacuation and Repatriation** that meets the U. S Department of State requirements. This coverage will be reviewed with you when you arrive on campus and check in at the International Student & Scholar Center. **The full list of required coverage and the regulatory language is below.**

All J-1 visa holders, including students interns, must complete the [Health Insurance Compliance Form](#).

Health Insurance Requirement:

J-1 Exchange visitors and their J-2 dependents must maintain coverage for the duration of their stay in the United States. Depending on your affiliation with UMass, you may or may not be eligible for health insurance coverage through the university. To find out if you are eligible, you should speak to the administrator in your sponsoring department.

Minimum health insurance coverage for J-1 Exchange Visitors must provide all of the following:

- Medical benefits of at least \$100,000 per accident or illness;
- A deductible not to exceed \$500 per accident or illness;
- Repatriation of remains in the amount of \$25,500;
- Payment of expenses associated with medical evacuation in the amount of \$50,000.

We recommend that you arrange for insurance coverage before you arrive in the U.S. Please visit the [J-1 Student Intern Health Insurance page](#).

Health care in the U.S. is very expensive. If you chose to purchase insurance coverage outside the U.S., in most cases, you will have to pay for your medical care when you receive it. You will then be responsible for submitting paperwork to your insurer for reimbursement.

Regulations for Health Insurance for J visa category

22 *C.F.R.* § 62.14 (Code of Federal Regulations)

Effective May 15, 2014, minimum coverage shall provide:

- (1) medical benefits of at least \$100,000 per accident or illness;
- (2) repatriation of remains in the amount of \$25,000;
- (3) expenses associated with medical evacuation of the exchange student to his or her home country in the amount of \$50,000;
- (4) a deductible not to exceed \$500 per accident or illness.
- (5) An accompanying spouse or dependent of an exchange student is required to be covered by insurance in the same amounts.

An insurance policy secured to fulfill the requirements of this section:

- (1) may require a reasonable waiting period for preexisting conditions which is determined by current industry standards;
- (2) may include provision for co-insurance which may require the exchange student to pay up to 25 percent of the covered benefits per accident or illness; and
- (3) must not unreasonably exclude coverage for perils inherent to the activities of the exchange program in which the exchange student participates.

Any policy plan or contract secured to fulfill the above requirements must, at minimum, be

- underwritten by an insurance corporation having
 - an A.M. Best rating of "A-" or above;
 - a McGraw Hill Financial/Standard & Poor's Claims-paying Ability rating of "A-" or above;
 - a Weiss Research, Inc. rating of "B+" or above;
 - a Fitch Ratings, Inc. rating of "A-" or above;
 - a Moody's Investor Services rating of "A3" or above;
 - or such other rating as the U.S. Department of State may from time to time specify; or
- backed by the full faith and credit of the government of the exchange students 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 (HMO) or eligible Competitive Medical Plan (CMP) as determined by the Centers for Medicare and Medicaid Services of the U.S. Department of Health and Human Services.

Federal, state or local government agencies, state colleges and universities, and public community colleges may, if permitted by law, self-insure any or all of the above required insurance coverage.

Sponsors shall inform exchange visitors of this requirement, in writing, in advance of the exchange visitor's arrival in the United States.

An exchange visitor who willfully fails to maintain the insurance coverage set forth above while a participant in an exchange visitor program or who makes a material misrepresentation to the sponsor concerning such coverage shall be deemed to be in violation of these regulations and shall be subject to termination as a participant.

A sponsor shall terminate an exchange visitor's participation in its program if the sponsor determines that the exchange visitor or any accompanying spouse or dependent willfully fails to remain in compliance with insurance requirements.