

J-1 SCHOLAR ATTACHMENTS FOR HR

If designated with an asterisk (*), the UCSF Department is responsible for submitting the document through SRS.

Standard Initial J-1

- *Certification of English Language Proficiency, including appropriate supplemental documentation
- *Curriculum Vitae
- *UCSF Offer Letter (using updated template)
- *No Patient Contact Letter (if scholar holds MD, DDS or equivalent)
- Passport for J-1 (and J-2s, if applicable)
- DS-2019 forms issued in previous 24 months, for prospective J-1 scholars and J-2 dependents
- If applicable, Financial Support Documentation
- If applicable, certification of legal permanent residence (if other than country of citizenship)
- If applicable, Department to Department Transfer letter (if transferring between UCSF departments)

Extension J-1

- *UCSF Offer letter (using updated template)
- Financial Support Documentation, if funding is from an institution other than UCSF

Transfer in J-1

Standard initial documents, plus:

- I-94
- J-1 visa stamp (if applicable)
- Most recent DS-2019
- COMPLETED ISSO Transfer-in form

Change of Status from F-1 OPT to J-1

Standard initial documents, plus:

- EAD card
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