

NDSU NORTH DAKOTA
STATE UNIVERSITY

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HOSTING VISITING SCHOLARS: Easier Than You Think

presented by

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Today's Objectives

- Purpose of the Exchange Visitor Program
- Host responsibilities
- Sponsor responsibilities
- Benefits of hosting
- Eligible categories
- Brief overview of process
- Questions

Exchange Visitor's Program

- Administered by the US Dept. of State under the Mutual Educational and Cultural Exchange Act of 1961 (*Fulbright-Hays Act*)
- The overall purpose of the program is to increase mutual understanding between people of the US and people of other countries by means of **educational** and **cultural exchange**
- Expectation from the participation is that on completion of the program, the visitor will return to their home country to share their (positive) experiences
- The US Dept. of State designates organizations (i.e. academic institutions, government agencies, etc.) as **sponsors** to administer the exchange visitor programs



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Exchange Visitor's Program

- Different categories within exchange visitor status
 - Tied to purpose in Unites States
 - Research Scholar; non-degree student; Visiting Professor, etc.
- Exchange visitors &/dependents enter United States: J-1 & J-2 visas

2. Program Sponsor: North Dakota State University

Program Number: P-1-03356

Participating Program Official Description:

PROFESSOR; RESEARCH SCHOLAR; SHORT-TERM SCHOLAR; SPECIALIST; STUDENT ASSOCIATE; STUDENT BACHELORS;
STUDENT DOCTORATE; STUDENT INTERN; STUDENT MASTERS; STUDENT NON-DEGREE

Responsibilities of the Host

- Make sure the visitor is a good fit for your research program
- Create/Propose a research plan for your visitor
 - How will you monitor the progress of their research?
 - Encourage opportunities for the visitor to present to your group/department on a weekly/bi-weekly/monthly basis
 - If possible, require visitor to attend departmental meetings
- Verify that visitor has completed all required trainings and confidentiality agreements
 - Baseline Safety Training
 - Title IX Training
 - Laboratory-specific Training
 - Optional Community of Respect Training

Responsibilities of the Host

- Assist your visitor with finding housing and getting acclimated to their new community
- **Must ALWAYS be apprised of visitor's location in United States**
 - Faculty and NDSU both jointly liable for visitor's whereabouts
 - The US State Dept. grants all J-1 visa-holders a 30-day pre-arrival before their program begins AND a post 30-day grace period at the end of their exchange program
 - **Early arrivals...** If visitor plans to arrive early and visit another state, **we must receive advanced notice or their exchange program could be cancelled**
 - **Medical insurance is required from entry to exit**
 - **Unless visitor is in a benefitted position, (s)he must use our int'l student/scholar plan – no exceptions**

Responsibilities of the Host

- Introduce visitor to cultural events on campus and within the community

“... J-1 Visa participants ... [should] best take advantage of the cultural opportunities offered by their local host communities in the U.S. Similarly, we encourage U.S. host families and employers to promote cultural learning by introducing international visitors to uniquely American values, customs, history and activities while simultaneously learning about the countries and cultures of visiting participants. Strengthening these relationships makes achieving the goals of mutual cultural exchange possible and allows us to build a global community—one person at a time.”
(InterExchange.org/Fulbright-Hays-Act)

Responsibilities of the Sponsor

- Make sure the visitor is eligible and qualified for the program
 - Credentials
 - Adequate financial resources for themselves and dependents
 - Sufficient English proficiency
 - Enrollment in medical insurance
- Ensure that the activity in which the visitor is engaged is consistent with their assigned category and activity listed on their immigration document (Form DS-2019)
 - 10 J-1 categories used at NDSU, including student categories
 - 5 used specifically for scholarly activities

Benefits of Hosting

- Shared interests; similar research
- Academic collaborations
- Institutional exchanges
- Potential to gain future graduate students
- Destination to send your own graduate students
- Cultural exchange

Eligible Scholarly Categories

- **SHORT-TERM SCHOLAR**
 - 3 weeks - 6 months, maximum
- **RESEARCH SCHOLAR**
 - 6+ months – 5 years, maximum
 - Once exchange program has ended, visitor cannot return in this category nor professor for 2 years (*24-month bar/ban to repeat participation*)
- **VISITOR PROFESSOR**
 - Same as “Research Scholar” but will engage in classroom teaching
- **SPECIALIST**
 - Consult, observe or demonstrate specialized knowledge (i.e. artists)
 - 12 months, maximum
- **STUDENT INTERN**
 - **Non-enrolled Undergraduates**; CANNOT earn degree from NDSU
 - 12 months, maximum

Process

- Faculty member should contact Faculty Immigration unit as soon you are relatively certain an exchange visit will take place
 - **Ideally 3+ months before proposed visit**
 - Plan for “administrative processing” (i.e. security clearance)
- Info Required:
 - Visitor’s contact information
 - Visiting Scholar/ Visiting Researcher Form (**Export Controls form**)
 - Host information Form
 - English Attestation Form
 - The US State Dept. requires documented proof of a visitor’s English proficiency skills
 - Copy of Invitation Letter
 - **Who, Where, Why (purpose), When, Financial Support?**

After Visa Has Been Issued

- Faculty member should check with visitor periodically on the issuance of their visa
- Once arrival date has been determined:
 - Notify Faculty Immigration unit (arrival orientation)
 - Notify department secretary (office space, ID number, keys, etc.)
 - Finalize airport pick-up and (overnight) housing arrangements
 - Make preparations to assist your guest with their arrival (either yourself and/or graduate student)

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