

Academic Training for J-1 Students

Dear Academic Advisor or Dean:

The George Washington University has been designated by the Department of State (DOS) as an exchange visitor program sponsor. J-1 Student is the classification given to students who participate in the University's Exchange Visitor Program. The parameters of an exchange visitor's stay in the United States are determined by Department of State regulations. Certain Department of State regulations allow a J-1 student to engage in Academic Training, which is designed to permit students to productively apply their academic knowledge in training situations that are directly related to their major field of study. In an effort to distinguish employment from Academic Training, Department of State regulations set forth very specific requirements for determining what can and cannot be considered Academic Training. One such requirement is that a student's Academic Advisor or Dean: 1) describe in writing exactly how a particular training opportunity relates to a student's course of study; 2) describe the specific goals of the training and how they will be accomplished by the prospective employment/training program, and 3) recommend that permission to engage in the training be granted.

Your responses on this form, ISO-87 will establish the relationship of the prospective training to the student's academic program, and will constitute written recommendation required by Department of State regulations.

Please feel free to contact our office if you have any questions while preparing the form.

Sincerely,

The Responsible Officers and International Exchange Visitor Advisors of
The International Services Office

PRE-COMPLETION & POST-COMPLETION ACADEMIC TRAINING FOR J-1 STUDENTS

APPLICATION PROCEDURE

Take the attached *Form ISO-87: Advisor's Recommendation for J-1 Academic Training* to your academic dean or academic advisor, and request that they complete the form. The form must be completed in detail, in its entirety.

When your form is completed and signed, bring it to ISO. ISO Responsible Officers will review it, and if your application is approved, issue you **written** authorization to engage in Academic Training for the period indicated on Form ISO-87. The ISO letter which you will receive is your Academic Training authorization document. Normal processing time is ten (10) business days.

Please note: you cannot begin employment until this letter is issued!

You must have a valid DS-2019 at all times during your academic training period. If your DS-2019 is within 2 months of expiring, fill out a DS-2019 Extension Request Form ([link](#)). It is your responsibility to be aware of your DS-2019 expiration date, and to apply for any extensions in a timely manner, *at least two weeks before* the expiration date on your current DS-2019.

This form must be printed and signed.

By signing this form, you agree that the information provided by you on page 1 of ISO form 87 is true and correct to the best of your knowledge.

ADVISOR'S NAME, TITLE, & CONTACT INFORMATION	ADVISOR'S SIGNATURE
<p><i>please print name</i></p> <p><i>please print title</i></p> <p><i>email address</i></p> <p><i>telephone number</i></p>	<p>_____</p> <p><i>signature</i></p> <p>_____</p> <p><i>date</i></p>

FORM ISO-87

ADVISOR'S RECOMMENDATION FOR J-1 Academic Training

(Please attach additional pages if more space is needed. All fields are required.)

FULL NAME OF STUDENT		GWID OF STUDENT	
DATE ON WHICH ALL REQUIREMENTS FOR GRADUATION WILL BE COMPLETED		IS THIS DATE WITHIN THE SCHOOL'S NORMAL PERIOD OF TIME IN WHICH TO COMPLETE THE DEGREE PROGRAM? YES NO (IF NOT, PLEASE ATTACH DETAILED LETTER EXPLAINING WHY ACADEMIC TRAINING IS <i>NECESSARY</i> TO COMPLETE THE DEGREE)	
NAME AND LOCATION OF TRAINING PROGRAM/EMPLOYER			
NAME AND ADDRESS OF PROSPECTIVE TRAINING SUPERVISOR		SALARY OFFERED	
NUMBERS OF HOURS PER WEEK		DATES DURING WHICH TRAINING WILL TAKE PLACE	
DESCRIBE IN DETAIL THE TRAINING GOAL(S) OR OBJECTIVE(S), AND HOW THESE WILL BE ACCOMPLISHED BY THE TRAINING PROGRAM			
DESCRIBE HOW THE TRAINING RELATES TO THE STUDENT'S FIELD OF STUDY			
DESCRIBE WHY THE TRAINING IS AN INTEGRAL OR CRITICAL PART OF THE STUDENT'S ACADEMIC PROGRAM			