



INTERNATIONAL

CALIFORNIA STATE UNIVERSITY, LOS ANGELES

FOR CAL STATE LA FACULTY & DEPARTMENTS SPONSORING EXCHANGE VISITORS

Faculty's Name:

Faculty's Title:

Cal State LA Department:

Telephone Number:

Email Address:

Dates of Program:

(MM/DD/YYYY)

End of Program

(MM/DD/YYYY)

Will the research/activities will take place at Cal State LA?

Yes No

If "No," please explain:

Proposed category while at Cal State LA (Choose one):

Professor: This category is for a foreign national who enters the U.S. for the primary purpose of teaching, lecturing, observing or consulting at accredited post-secondary academic institutions, museums, libraries or similar types of institutions. A professor may also conduct research, unless disallowed by the sponsoring organization. No more than 12 months.

Research Scholar: This category is for a foreign national who enters the U.S. for the primary purpose of conducting research, observing or consulting in connection with research projects at research institutions, corporate research facilities, museums, libraries, post-secondary accredited academic institutions, or similar types of institutions. A research scholar may also teach or lecture, unless disallowed by the sponsor.

Short-Term Scholar: Professors, scholars, and other accomplished individuals travel on a short-term visit to Lecture, Observe, Consult, Train, or demonstrate Special Skills no more than 6 months at U.S. research and academic Institutions, Museums, and Libraries; Bachelor/Master/Doctorate

English Language Proficiency Requirement:

I have verified the EV's ability to function in English-speaking environments conducive to the EV's stated purpose in the United States by at least one of the following (**check all that apply**):

Interviewed in English via telephone and/or online video conference (preferred)

A recognized English language test (e.g. TOEFL, TSE, IELTS, etc.)

Signed documentation from an academic institution or English language school written on official letterhead



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AGREEMENT: FOR CAL STATE LA FACULTY & DEPARTMENTS SPONSORING EXCHANGE VISITORS

As the Exchange Visitor's sponsor/mentoring faculty, I agree to the following:

▪ **Campus Arrangements/Logistics:**

I understand that my department or I will assist the EV in arranging for a Cal State LA Campus Identification Number (CIN), an Email Account, Internet Access, ID Card, and any other logistics for the EV's program at Cal State LA.

▪ **Mandatory Health Insurance Requirement: Relation Health Insurance Services**

I will ensure J1 Visitors and all accompanying dependents comply with the mandatory health insurance requirement from the campus-contracted provider: <https://4studenthealth.com/csula-scholars>

Note: No substitutions are allowed; No waivers are permitted.

I understand that if the EV willfully refuses to comply with the **Relation Health Insurance Policy coverage requirement**, the EV shall be considered in violation of the EV's J-1 status which will lead to termination of the EV's J-1 status and all accompanying dependents' status.

- **Reporting to the International Programs and Global Engagement Office:** I will make sure the EV reports to the International Programs and Global Engagement office within 10 days of arrival in the U.S. The EV's failure to report to the International Programs and Global Engagement office shall be considered in violation of the EV's J-1 status and will result in the termination of the exchange visitor's program at Cal State LA and the termination of the EV's J-1 status and all accompanying dependents' status.
- **Notification of Non-Participation or Early Termination of Program:** I will notify the International Programs and Global Engagement office if the EV will not be participating in the program or terminates program participation before the scheduled end date of the program as stated on the DS-2019 form.
- **Travel Authorization Signatures:** I will notify the International Programs and Global Engagement office if the EV needs to exit the U.S. at any time during the program. I understand that the EV will need to request a travel signature from a Designated School Official in the International Programs and Global Engagement office prior to exiting the United States.
- **EV's Responsibility:** I realize the EV is solely responsible for any consequences resulting from failure to maintain J-1 visa status.
- **Department/Faculty Responsibility:** I will ensure the EV has proper support during the program at Cal State LA. I commit to assist the EV (and family members) with the logistics of settling into their roles on campus and in the Los Angeles community, including assistance with banking, DMV, Social Security Administration, housing alternatives, social groups, community organizations, etc...
- **Program Success:** I commit to assist the EV to have a successful program at Cal State LA, including but not limited to introducing the EV to other professionals and faculty in the area of research/interest, invite the EV to professional meetings and conferences, and arrange for the EV to audit classes at Cal State LA, if appropriate.
- **Affirmation of Qualifications:** I affirm this EV has the academic skills/ background to perform the duties proposed by said EV.



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Cal State LA Faculty's Signature

Date

Print Name: _____

Recommendation of EV: Recommended Not Recommended

Department Chair's (or Designee's) Signature

Date

Print Name: _____

Recommendation of EV: Recommended Not Recommended

College Dean's (or Designee's) Signature

Date

Print Name: _____

Reviewed By:

Eric A. Bullard, Ph.D.
Associate Vice President, International Programs and Global Engagement
(Provost's Designee)

Date

Decision: Approved Denied