



J-1 Supplement

Immigration sponsorship document processing & English proficiency

To be completed and submitted with Form A (required for all initial J sponsorship request only)

International Students & Scholars Office	888 Commonwealth Avenue, Second Floor	Boston, Massachusetts	02215
Telephone: 617/353-3565	issosch@bu.edu	www.bu.edu/isso	

The J-1 exchange visitor program was created by the U.S. Department of State (DOS) to foster both educational and cultural exchange. To ensure that each J-1 exchange visitor can succeed in their program objective from both an educational and cultural perspective, the DOS requires BU, as a J program sponsor, to ensure that each new Exchange Visitor possesses sufficient proficiency in English and that program sponsors understand that they must provide educational and cultural opportunities for J-1 scholar or employee. Host departments must pre-screen prospective exchange visitors via an objective measurement to ensure that they have English proficiency to not only participate in the proposed J-1 program but to also function on a day-to-day basis [22 CFR §62.10(a)(2)]. Please review the options below and submit any required attachments to verify that the prospective Exchange Visitor has sufficient English language capability and communication skills for the proposed program at BU.

In order for the ISSO to process and send an encrypted Form DS-2019 to enable your prospective J-1 exchange visitor to obtain a visa and request admission to the U.S, please provide the incoming exchange visitor's e-mail address below. The regulations require that the document be transmitted only to the prospective exchange visitor. The ISSO will notify the host department and supervisor that documentation was sent.

A. BU Department Information

School / College (if applicable)	Campus:
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Hiring Department or Office:

B. Scholar Name & Preferred E mail Address for Receipt of Form DS 2019

Last Name / Family Name / Surname:	First Name / Given Name:	Middle Name(s), if any
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Preferred e-mail address to receive the initial Form DS-2019:
(BU email address recommended, if available)

C. English Language Proficiency Determination

The J-1 Exchange Visitor has shown sufficient proficiency in the English language based on the following (please check all that apply):

- The scholar's first/native language is English.** Please explain: _____
- The scholar has completed the equivalent of a 4-year degree from a college or university where the curriculum is taught in English** - Please attach copies of academic transcript and/or diploma
- The scholar has submitted results from a standardized English language exam (TOEFL, iBT, IELTS, etc.) that meets the minimum requirements for admission to Boston University** (TOEFL = 550, iBT = writing (22), Speaking (23), Reading (21) & Listening (18), IELTS = 7) – Please attach copies of exam scores.
- The scholar has submitted certification of English proficiency from an English language school** – Please attach English language school certification
- In-person interview** – Please explain how English proficiency was demonstrated:
- Video conference interview** (Skype, Facetime, etc.) – Please explain how English proficiency was demonstrated:
- Telephone interview** (use this option ONLY if in-person or videoconferencing is not available) – Please explain how English proficiency was demonstrated:
- Other** – Please explain how English proficiency was demonstrated

Department Chair or Host/Supervisor	Signature	Print Name	Date
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