**Documents required to determine eligibility for UTHealth J-1 visa sponsorship Extension**

Visitor’s Name: _________________________________________________________________

Last                                               First                                                Middle

Administrator Name and Phone Number: _____________________________________________

- **☑️ Original J-1 Re-appointment Support Letter**
- **☑️ Original Site(s) of Activity Form**
- **☑️ Postdoctoral Appointment Request Worksheet (If applicable)**
  - For Postdoctoral Research Fellow Appointments ONLY
- **☑️ UTHealth Visitor Appointment Approval email from the Office of Global Health Initiatives (If applicable)**
  - for Trainee, or Visiting Scientist Appointments ONLY
- **☑️ Original verification of financial solvency (For Non UTHealth Funded Appointments) in the minimum amount of U.S. dollars as indicated on the most current J-1 biodata form.**

**Note:**

Visitor will need to provide original immigration documents such as the Passport, DS-2019, I-94, Visa Stamp, and evidence of mandatory insurance for the J-1 and J-2s (if applicable) upon the J-1 Extension appointment with the Office of International Affairs.

If J-1 has been recommended for the waiver of the two-year home residency requirement, the J-1 extension request will not be processed.

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OIA requires a minimum ten business days to process the J-1 visa request from the date a complete packet is received in OIA.

Revised 06/15/2017