

Middlebury Institute of International Studies at Monterey
FORM DS-2019: Certificate of Eligibility for Exchange Visitor (J-1) Status

The Middlebury Institute can provide J-1 visa support to non-U.S. citizens/non-U.S. permanent residents students. To request the J-1 status, a student must meet **one** of the following criteria:

1. Be part of an exchange program between:
 - Middlebury and the student’s home institution;
 - Middlebury and a foreign government; or
 - A state or local government in the U.S. and a foreign government.
2. Be financed directly or indirectly by the U.S. government, the government of the student’s home country or an international organization of which the U.S. is a member by treaty or status.
3. Be supported substantially by funding from any source other than personal or family funds.

Note: Citizens of Canada and Bermuda need a DS-2019, not a visa.

To begin the visa application process, you must obtain a [Form DS-2019 Certificate of Eligibility for Exchange Visitor J-1 status](#) from your program sponsor, Middlebury Institute. Follow the steps below to obtain your DS-2019.

1. Gather all the documentation as outlined below and scan as PDF, JPEG, PNG, or GIF files.
2. Complete and submit the DS-2019 application online.
3. ISSS will receive the request for review.
 - a. If your information meets the requirements, we will issue you a Form DS-2019 via the Student and Exchange Visitor Information System (SEVIS) and mail it to you.
 - b. You will use that to apply for a J-1 Exchange Visitor visa from U.S. Embassy or Consulate.

Once ISSS receives your required documentation, we will be able to issue a Form DS-2019. After issuance of the DS-2019, and prior to mailing, you will receive your SEVIS number via email. The package with the DS-2019 will include instructions on how to apply for a J-1 Exchange Visitor visa at a U.S. Embassy/Consulate. For 2021-2022 entrants, we anticipate issuing and sending DS-2019s after May 3.

GATHER FINANCIAL DOCUMENTATION

U.S. immigration law requires official certification that you have the necessary financial resources to pay for your tuition, health insurance, and living expenses for your entire program in the United States.

You will need to gather all relevant financial documentation listed in this section, scan it as PDF, JPEG, GIF, or PNG files and upload it upon request, when completing the DS-2019 Application.

Estimated costs (all costs shown in USD)

Per Academic Year		Per Semester	
Tuition & Fees	42,804	Tuition & Fees	21,402
Books & Supplies	900	Books & Supplies	450
Housing & Food	15,930	Housing & Food	7,965
Local Transportation	856	Local Transportation	428
Personal Expenses	1,800	Personal Expenses	900
Health Insurance	2,000	Health Insurance	1,000
Total Estimated costs	64,290	Total Estimated costs	32,145

***For a two-year MA degree, please double the Academic Year to calculate the estimated expenses for your program of study.*

1. **Financial Aid from Middlebury**

If you received financial aid from Middlebury, then this amount can be deducted from the estimated amount of funds you need to demonstrate for your Middlebury program.

In addition to the financial aid from the Institute, you must provide **financial documentation to show that you have the financial support for your entire program of study**. Financial documents must follow the guidelines below.

2. **Financial Support from Third Party/Organization:** If you will receive financial support from a third-party sponsor, please submit a financial guarantee letter, on letterhead of the organization, with the following information:

- a. Be dated on or after March 1 for fall entry and October 1 for spring entry
- b. Third Party/Organization name
- c. Dates of financial sponsorship, must include a start and end date of sponsorship
- d. Expenses and amounts covered under financial sponsorship (tuition, health insurance, cost of living, etc.)
- e. Signed by representative writing letter

3. **Bank Letter.** Provide a signed bank letter if you will be self-sponsored, and/or will be receiving funding from family

The letter must:

1. Be dated on or after March 1 for fall entry and October 1 for spring entry;
2. Be on official bank or employer letterhead;
3. Include the account holder's name (or the name of the employee);
4. Indicate the type of account. Funds need to be immediately available to the student, such as in a checking or savings account. Invested funds (mutual funds, for example) cannot be used to show financial support;
5. Indicate the balance of the account(s) from where the financial support will come. For any Certificates of Deposit, the funds will need to mature and be available on or before the program start date;
6. Indicate the currency of funds, preferably in U.S. dollars (US\$). If your bank cannot issue the letter with a currency conversion, it must clearly state the currency of the available funds;
7. Be signed by an official of the bank or employer;
8. Be stamped with the bank or employer's seal, if available;
9. Be written in English or have an official English translation attached;
10. Show available funds for the cost of your Middlebury program, as listed on your Middlebury Financial Memo.

4. **Signed Financial Sponsor Letter.** Required for self-sponsored or family-sponsored students

The person(s) in whose name the bank funds are held (i.e. the account holder) must submit a letter that:

- Declares that they, as your financial sponsor, intend to cover the costs of your program at Middlebury with the funds shown in the bank letter;
- Refers to the relationship (parent, relative, etc.) between the sponsor and you. If you are supporting yourself, then you should state that you will be self-sponsored;
- Is written in English or has an official English translation attached;
- Includes the account holder's original signature and date.

NOTE: If more than one person will provide funds for you, submit both a bank letter/statement and financial sponsor letter for each person/sponsor.

You should keep the originals of all financial documents submitted to Middlebury Institute. The U.S. Embassy/Consulate may ask to see the documents when you apply for your visa. In some cases, the U.S. Department of Homeland Security/Customs & Border Patrol may ask you to show them when you enter the U.S.

II. SCAN THE IDENTIFICATION (ID) PAGE OF YOUR PASSPORT. This file format can be PDF, JPEG, GIF, or PNG.

IV. COMPLETE THE DS-2019 APPLICATION AND SUBMIT VIA ISSS WEBSITE:

Go to: <https://forms.middlebury.edu/international/iss/ds-2019-application-exandta>. To complete the application, you must upload your financial documents and passport ID page.

For applications submitted before April 15, ISSS will review and process your request between April 15 – May 15. For applications received after April 15, these will be processed within 4-6 weeks. If we need additional information to process the DS-2019, ISSS will reach out to you via email.

IMPORTANT INFORMATION: HEALTH INSURANCE

In addition to obtaining a J-1 visa, you are **required to have health insurance** during your entire stay in the U.S. while in J-1 Exchange Visitor visa status.

The insurance plan must meet the following U.S. Department of State's requirements (as of May 15, 2015):

- Medical benefits of at least US\$100,000 per accident or illness;
- Repatriation of remains in case of death in the amount of US \$25,000;
- Medical evacuation of the Exchange Visitor to their home country in the amount of US \$50,000; and
- A deductible not to exceed US\$500 per accident or illness; and a co-payment not to exceed 25% of covered medical expenses per accident or illness.

To learn more, please review the insurance section located on the U.S. Department of State's website at <http://j1visa.state.gov/participants/how-to-apply/eligibility-and-fees/>.

J-1 visa holders are required to have health insurance for the entire duration of their program in the U.S. The estimated cost of insurance is approximately \$2,000 per year. All students will need to obtain their own health insurance valid in the State of California (that meets the J-1 requirements)