Please read and sign if you accept the responsibilities involved in hosting an international scholar at Northeastern:

“I, ________________, as Faculty Host for ________________________,

recognize that I am the primary contact for said J-1 international scholar in the U.S. during the period of his/her appointment.

- I shall make an effort to provide assistance to the J-1 scholar in finding suitable housing and in assisting with housing inquiries.
- I am aware that, immediately upon arrival to Northeastern, the J-1 scholar is responsible for coordinating with the College Administrative Contact (SEVIS Contact) to register and attend ISSI Immigration Clearance, as mandated by U.S. Department of State. I understand that prior to the session the scholar must have submitted the Online Immigration Clearance Form to ISSI.
- I will advise the J-1 scholar to report any changes in address and status and those of his/her dependents to the SEVIS Contact, as well as any changes in the J-1 scholar’s field of research, funding amount, funding sources, hours, addition of dependents, site(s) of activity, time out of the U.S. if more than 30 days—essentially any changes to the program.
- I understand that if the J-1 scholar is in the J-1 Short-term Scholar category, he/she will not be eligible for an extension beyond the six month limit.
- I am also aware that the J-1 scholar must complete and submit the End of Program Notification form (ISSI Form 508) to the ISSI before departure.
- I understand that failure to meet these requirements could impact the J-1 scholar’s current and future immigration status in the U.S.
- I understand that Export Control requirements do apply when regulated information, data or software will be shared with international research scholars in the U.S., or transferred in any manner to international scholars outside the U.S., or tangible items, such as equipment (including PCs and Macs), materials, components, etc., will be sent or carried outside of the US by international scholars. Because violations of export control regulations can lead to significant civil and criminal penalties, it is essential that, prior to the arrival of an international visitor, I or the sponsoring department will confer with the Dean’s office and/or the Compliance Department to help ensure compliance with these requirements.
- In regard to English Language Proficiency, I understand that, as per U.S. Department of State regulations [22 CFR Section 62.10(a)(2)], the J-1 scholar must possess “sufficient proficiency in the English language, as determined by an objective measurement of English language proficiency, successfully to participate in his or her program and to function on a day-to-day basis”.

Because of the above regulations, and because without English language proficiency the J-1 scholar will not be able to successfully participate in the J-1 program, I, the Faculty Host, take full responsibility for screening the above J-1 scholar to ensure that he/she has “adequate English language skills to enable him/her to not only successfully participate in the program, but to also function independently in the community.”

__________________________  __________________________
Signature of Faculty Host Date