Checklist of Documents to Be Submitted with an Application for J-1 Extension

In order to consider your application for continued participation in the University of New Hampshire’s Exchange Visitor Program, you must submit certain documents with your completed application form. Use this checklist to make sure you are sending all the supporting documentation required.

☐ The completed and signed application form.

☐ If you are being funded by your home government, university, institution or employer, a copy of the letter granting you the funds to come to the United States. This letter must include the U.S. dollar amount of funds and be in English, or accompanied by an English translation.

☐ If you will be self-funding your visit to the U.S., send a copy of your personal bank statement, translated into English with U.S. dollar equivalents.

If you were originally funded by your home government, university, institution or employer, and are requesting an extension based on self-funding, you must also submit a letter from your original funding institution granting you permission to remain in the United States at the University of New Hampshire. This letter must be written on official institution or government letter head and signed by an authorized official.

☐ A signed medical insurance compliance form.

☐ Clear, legible copies of the front and back sides of Form I-94, Record of Arrival and Departure for yourself and all accompanying family members.

☐ Copies of passports for yourself and any family members who are here in the U.S. It is necessary to send only the following pages; identification page, the page containing the passport expiration date and pages with any U.S. visas.

☐ Personal information for your family members as requested.

Submit these documents with your application form to the International Faculty and Staff Advisor.