
J-1 Out-of-Country Request Form

An Out-of-Country status is only available for J-1 Research Scholars and Professors. Such status must be placed on your SEVIS record if you will be outside of the U.S. for more than one academic quarter (3 months). You may qualify for Out-of-Country status only if you and the UCLA collaborators will continue the research activities during this absence and you will maintain your UCLA appointment.

Submit this form to your Department Visa Coordinators together with a letter from your Faculty Supervisor on UCLA letterhead explaining the purpose of your time abroad. Processing time is 10 business days.

Exchange Visitor Information

Exchange Visitor Last Name (as it appears on DS-2019 form)	
Exchange Visitor First Name (as it appears on DS-2019 form)	
SEVIS # (located on your DS-2019 form)	
DS-2019 Start Date	
DS-2019 End Date	
Exchange Visitor Category (Research Scholar, Professor)	
Department Name	
Field of Research	
Will your J-2 family members travel with you?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Local U.S. Address and Contact Information

U.S. Street Address	
City	
State	
Zip code	
Email Address	
Phone Number	

Out of Country Conditions

- Activity outside of the U.S. must be directly related to the objectives of the exchange visitor's program.
- UCLA appointment will be maintained.
- Activity must not delay the completion date of the exchange visitor's program.
- Activity must be approved by the exchange visitor's faculty supervisor (PI).
- Exchange visitor must be enrolled in an insurance plan that meets the J-1 requirements throughout the duration of their J-1 program no matter if they are in the U.S. or not.

Out-of-Country Location Information

Start Date	
End Date	
Location or Institution	
Street Address	
City	
State	
Zip code	
Country	
Description of Activity (briefly describe the reason for your request and your plans during your time abroad)	

Letter from UCLA Supervisor

You are required to obtain a letter from your Faculty Supervisor on UCLA letterhead explaining the purpose of your time abroad and confirming that it will not interfere with your UCLA appointment objectives.

Submission Agreement

By your signature below, you are certifying that the information above is true and correct to the best of your knowledge.

Print Name

Signature

Date