



Harvard International Office
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J-1 Student Intern Instructions

The Harvard International Office (HIO) has permission from the U.S. Department of State to sponsor Student Interns under its J-1 Exchange Visitor sponsorship.

Student Interns

Student Interns are defined as students currently enrolled and pursuing a degree in accredited post-secondary academic institutions outside the United States. They must be participating in an internship program in the United States that will fulfill the educational objectives of their current degree programs at their home institutions, and they must return to their home institutions upon completion of the internship. They must verify that they have English language skills sufficient to function on a day-to-day basis in the internship environment. They may participate in student internship programs for up to 12 months using the J-1 visa. They must comply with the requirement of having health insurance while participating in the J program.

Harvard Faculty Members

Faculty members sponsoring Student Interns must complete and submit to the HIO the J-1 Student Intern Application and Form DS-7002. A sample Form DS-7002 is included with instructions. The Form DS-7002 must be submitted to the HIO with original signatures of the sponsoring faculty members. Faxed copies are not acceptable. After reviewing the application the HIO will issue and send the Form DS-2019, certificate of eligibility for J-1 visa, and Form DS-7002, to the student so that s/he may use them to apply for a J-1 visa. The HIO will use this category as appropriate for individuals working on Bachelor's degrees and sometimes Master's degrees outside the United States. *Student interns are not Harvard students and are not eligible for some of the Harvard student benefits such as housing, health insurance, or access to athletic facilities. As the student intern's faculty sponsor, please make sure that you clarify what the student intern's expectations should be.*

Guidelines on Financial Documentation

We are required by the U.S. Department of State to document sufficient financial support for individuals who come to the United States on J-1 visa. We estimate that a single Student Intern coming to Harvard should have \$28,000 per year available for living expenses. This amount can be from any source(s) available for the student intern, e.g. Harvard salary, personal funding, fellowship, etc. For those coming for less than a year the funding may be prorated.

Extensions

Within the one year limit the individual's internship can be extended as long as the faculty agrees and as long as the individual obtains permission from his/her university in his/her home country. An e-mail from the individual's academic advisor at the home institution or a university official who is responsible for this internship program would suffice as permission. It is not necessary to complete the Form DS-7002 again to get the extension if all parties agree to the extension. However, if the individual needs to apply for a new J-1 visa during the extended period s/he could complete the Form DS-7002 at that time.