**Out of Country Request Form for J-1 Professors & Research Scholars**

International Scholars Operations

Time spent by an Exchange Visitor outside the U.S. is considered part of his or her UW-sponsored program. However, if the absence exceeds 30 days, that program will be considered ended (and the Exchange Visitor will be subject to 12 and 24 month bars on repeat participation in J status) unless two conditions are met:

1. The activity abroad is a continuation of the UW activity (e.g., the Exchange Visitor is conducting research related to his or her UW research project)
2. The Exchange Visitor’s record in the U.S. Department of Homeland Security’s SEVIS database is kept in “active” status

If the Exchange Visitor anticipates being outside the U.S. more than 30 days, please send this completed form to ISO prior to the Exchange Visitor’s departure. ISO will update the SEVIS record to reflect that the Exchange Visitor will be “out of country.” Inform ISO immediately if there is any change to the information on this form, including changes in start and end dates, residence or site of activity address, or insurance coverage. Note that ISO cannot extend an out-of-country end date in SEVIS if the end date has already passed.

**Exchange Visitor’s full name**: Include given, middle and family names

**Out of country start date:** Click here to enter a date. **End date:** Click here to enter a date.

**Exchange Visitor’s residence address while abroad:** Include company name (if appropriate), address, apartment or unit number (if appropriate), city, state/province, postal code, and country.

**Exchange Visitor’s telephone number while abroad:** Include country code (e.g. +1 (206) 555-5555)

**Name and address of all facilities outside the U.S. where the activity will be performed:** Include company name (if appropriate), address, apartment or unit number (if appropriate), city, state/province, postal code, and country.

We certify that:

* The Exchange Visitor will be conducting UW J-1 program activities and will continue to be supervised by his/her UW faculty supervisor while outside the United States.
* The Exchange Visitor and J-2 dependents (if any) will continue to maintain health insurance. We understand that federal regulations require Exchange Visitors and their J-2 dependents to maintain adequate health insurance coverage for the duration of the program, which includes periods spent outside the U.S. in “active” program status. (22 CFR 62.14, 22 CFR 62.40 (a)(4))
* J-2 dependents will depart the U.S. with the J-1 Exchange Visitor.

Include given and family names Click here to enter a date.

UW Supervisor’s Name Signature Date

Include given and family names Click here to enter a date.

Exchange Visitor’s Name Signature Date