

Academic Training (J-1 Student)

DEFINITION:

J-1 students are eligible for a type of employment authorization in the United States that is referred to as **Academic Training**. Such employment can only be in a field of study indicated on the student's DS-2019.

CONDITIONS:

A student must have a written job offer in order to apply. The limit is 18 months or less for the total amount of time that the student has studied full-time at IIT. For example a student enrolled in a bachelor's or master's program for 2 or more years is entitled to 18 months of employment. A student enrolled for 9 months is eligible for 9 months of employment. Ph.D. students are eligible for up to 36 months of academic training (post-doctoral research/teaching positions only). Academic training can be undertaken **before** or **after** the completion of one's program of study.

- **Academic Training before completion** can be part-time or full-time. Part-time employment is allowed while classes are in session. Full-time employment is only allowed during a vacation period or after completing the required coursework while writing a thesis.
- **Academic Training after completion** can be full-time. The student must apply no later than 30 days following the completion of the program. Your DS-2019 form must be valid for the duration of academic training. Requests for extension of DS-2019 due to academic training require a written job offer, proof of insurance coverage, and proof of funding during the extension period.

Part-time employment is subtracted from the total amount of time allowed at the same rate as full-time employment.

Note: You are legally allowed to remain in the U.S. in J-1 status for 30 days after completion of Academic Training. This period is known as the "grace period." You are not allowed to travel outside the US or be employed during the grace period.

APPLICATION INSTRUCTIONS:

Bring the following documents to the International Center during **walk-in hours** or **make an appointment** with an International Student Advisor:

1. A completed Advisor's Recommendation form.
2. A written job offer. The letter should specify the company name, position title, job requirements, dates of employment, and rate of pay (if it is a paid position).
3. For post-completion AT, proof of health insurance coverage during the period of academic training.
4. For post-completion AT, if unpaid, proof of financial support for living expenses during the Academic Training period.

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STUDENT INFORMATION

Last Name _____ First Name _____

IIT Student ID _____ SEVIS ID# located in upper right corner of I-20: N _____

Telephone Number _____ IIT E-mail: _____

Degree Level: Bachelors Masters Doctoral Non-degree/Exchange

Major Field of Study as listed on DS-2019 _____

IIT Program Completion Date as listed on DS-2019 _____

ACADEMIC TRAINING INFORMATION

Name of Employer _____

Employer Address: Line 1 _____

Line 2 _____

City, State, Zip Code _____

Supervisor Last Name _____ Supervisor First Name _____

Supervisor Phone _____ Supervisor E-mail _____

Position Title _____

Position Responsibilities _____

ACADEMIC ADVISOR RECOMMENDATION *(To be completed by the Academic Advisor)*

Main Goals and Objectives of Academic Training _____

Describe how the Academic Training relates to the student's field of study _____

Explain why this position is an integral or critical part of the student's academic program _____

Student's Academic Major _____

Program Completion Date or Graduation Date (mm/dd/yyyy) _____

Signature _____ Date _____

Name _____ Title _____

Telephone Number _____ E-mail: _____