

**I. DS-2019 WORKSHEET – THE GRADUATE CENTER OF THE CITY
UNIVERSITY OF NEW YORK**

(Please provide the relevant information as that in your passport)

Family Name:

First Name:

Middle Name:

Date of Birth: Month/Date/Year:

Male ___ or Female ___

City of Birth:

Country of Birth:

Country of Permanent Residence:

Country of Citizenship:

Current Profession:

Duration/Length of Visit: From: _____ To: _____

Last Visit to U.S. (if any) _____ Visa Category: _____

During the past 12 months have visited the U.S on a J-1 visa? Yes ___ or No ___ if
yes, please provide

The name of institution: _____ Date of Departure from U.S. _____

Are you currently in the U.S.? Yes or No: _____

If currently in the U.S., What is your visa status and the duration of your stay:

The Category of Visit: Professor ___ or Visiting Research Scholar ___

The Graduate School and University Center program/Center affiliation:

The Specific field or research area to be engaged in:

Does your research involve human subjects (including interviews, observation, review of records etc.)? Yes _____ or No _____. If yes, please go to: <http://inside.gc.cuny.edu/orup> for details and contact Kay Powell. IRB administrator at: kpowell@gc.cuny.edu

Estimated amount of financial support for period of visit:

The Exchange Visitor's Government:

The Program Sponsor:

Other Sources:

II. If immediate family is accompanying, please provide the following information on each family member (please provide this information for each dependent):

Name of dependent:

Relationship of dependent:

Date of birth:

Place of birth:

Country of Birth:

Country of Citizenship:

III. Your Mailing Address and Telephone Number (Address to where you wish The Graduate Center to mail your immigration package):

IV. Health Insurance.

U.S. DOS requires the following insurance coverage for Exchange Visitors and family members:

\$50,000 for medical insurance for each illness; \$10,000 for evacuation on medical emergency

\$7,500 for repatriation of remains in the event of death

Please complete and reply as soon as possible.

V. SEVIS FEES:

Effective September 1, 2004 The US Department of Homeland Security (DHS) charges a fee of \$100 for students and scholars to support the Student and Exchange Visitor Information System (SEVIS). Before you apply for your first J-1 visa for entry to the United States, you must pay the SEVIS Fee. The SEVIS Fee can only be paid after a DS-2019 has been issued for you. You will need a SEVIS ID number to pay the fee. This fee is not applicable spouse or dependent children of J-1 Exchange Visitors. The SEVIS Fee must be paid in US dollars and may be done either by postal mail or on-line internet. Additional information is attached in the above document and can be obtained from the web at:

www.ice.gov/graphics/enforce/imm/sevis/index.htm

http://travel.state.gov/visa/temp/types/types_1267.html

Information on SEVIS fee can be obtained at:

<http://www.ice.gov/graphics/news/newsreleases/articles/SEVISFactSheet.htm>

Effective June 30, 2006, the toll-free telephone number for international I-901 SEVIS fee customers will be (212) 620-3418. International Students and Exchange Visitors may call the toll-free number for all questions regarding the I-901 SEVIS fee that cannot be answered after viewing the information available at

<http://www.ice.gov/sevis/i901/index.htm>. Please note that the toll-free number is for international callers only and is available during the following business hours: Monday-Friday, 8:00 a.m. until 8:00 p.m. Eastern Standard Time. * Please note that our office will be closed on Friday, August 4, 2006 and Friday, August 11, 2006.

VI. Research: Please note all research involving human subjects (including interviews, observation, review of records, etc.) must be reviewed by the Institutional Review Board (IRB) before research commences. Depending on the type of research involved, approval can take from three to six weeks and may require revision and resubmission. For further information please go to <http://inside.gc.cuny.edu/orup> and click on Human Subjects. You may also contact Kay Powell, IRB Administrator at kpowell@gc.cuny.edu or 817-7525 in the Office of Research and Sponsored Programs, Room 8309.

Please complete and reply as soon as possible. You can also obtain information about our Exchange Visitor Program through our web site at:

http://inside.gc.cuny.edu/HumanResources/exch_policy.html