

## College of Built Environments Visiting Scholars Policy

### Overview

The College of Built Environments (CBE) at the University of Washington (UW) is dedicated to fostering international dialogues with colleagues who share our research and teaching pedagogy. We invite exchange visitors to join the CBE as Visiting Scholars who aim to further their studies or research in areas aligned with the CBE's areas of focus. Exchange visitors can anticipate access to UW library facilities, alongside a variety of activities and lectures, with opportunities to attend relevant classes at the discretion of individual instructors. Additionally, J-1 exchange visitors are typically encouraged to present their research to CBE faculty and students.

Prospective exchange visitors should be aware that our college does not offer financial assistance, telephone or computer facilities, or office space. Exchange visitors are required to cover all personal expenses, including any fees and those incurred by accompanying family members.

For planning purposes, please allow a minimum of 3-4 months for the J-1 application process.

### [J-1 Coming to the U.S.](#)

#### [Visa Fees](#)

- **Visa request fee: \$519**

For J-1s, this fee is charged for each full year of sponsorship time requested, times the total number of DS-2019s issued based on the request. For example, if a J visa request lists 2 years of sponsorship for one international scholar and 3 dependents, the fee will be charged 8 times for a total of \$4,152. Requests to add J-2 dependents are also billed at this rate.

- **Amendment fee: \$99**

For revisions to DS-2019s for J-1 exchange visitors.

- **SEVIS Database Fee: approximately \$220**

The J-1 exchange visitor must pay all fees directly to the host department upon arrival.

## **J-1 Visa Eligibility Requirements**

The DS-2019 Certificate of Eligibility for Exchange Visitor (J-1) Status documents eligibility for J-1 status.

## **Insurance Requirement**

Federal law requires J-1 exchange visitors and their J-2 dependents to have sickness and accident insurance for the duration of the J-1's program. Exchange visitors should make insurance arrangements before departing their home country. Each J-1 exchange visitor must provide a completed [Statement of Compliance](#) when they complete the [Mandatory Remote J-1 Check-In process](#), and with each request for an extension of their DS-2019.

## **Mandatory Remote Check-in**

J-1 exchange visitors new to the UW (including those transferring from another institution in the U.S.) must receive an orientation and be validated in the Student and Exchange Visitor Information System (SEVIS) no later than 30 days after the program start date indicated in Part 3 of the DS-2019 form. Exchange visitors must complete this orientation so that their arrival on campus can be reported to the U.S. Department of Homeland Security as required by federal law. Exchange visitors should initiate the check-in process as soon as possible upon arrival in the U.S. and remain in the U.S. until the process is complete and they have obtained a travel validation signature from ISO.

## **University of Washington Requirements**

Exchange visitors must hold a formal professional faculty appointment within a recognized academic department at their home institution of higher education, to which they will return upon the conclusion of their visit to UW.

Prospective exchange visitors are required to secure a faculty sponsor from the University of Washington who is willing to host them during their visit. This arrangement is necessary for the department to issue an invitation letter, ensuring that visitors have a reliable point of contact throughout their stay.

Please visit [our website](#) for more information about the College of Built Environments.