

J-1 Academic Training

What is it?

Academic Training is a way for you to gain skills and experience in your field of study—that's why it's called "training." It must be "an integral or critical part of the academic program" and consist of "substantial roles," not unskilled labor. You can intern or work off-campus through Academic Training if it qualifies under those requirements. The approval process requires input from the Director of Study Abroad and International Programs, your supervisor, and the ARO.

Things To Know

- Academic Training can be paid or unpaid, and you may do a maximum of 18 months on a J visa
- Do not start work before the ARO has authorized your Academic Training
- You must stop work after the end date of your Academic Training

Requirements and Process

Step One: Must be related to your major area of study, for a class you are enrolled in

Step Two: Submit the following to the ARO:

- Supervisor Agreement form
- Letter of Support from Director of Study Abroad and International Programs

Step Three: The ARO will authorize the Academic Training and provide written permission

- Your SEVIS record will also be updated and you will receive a revised DS-2019

Step Four: At the end of the semester, the Director of Study Abroad and International Programs and the ARO may ask for your input to make a written evaluation of the academic training's effectiveness

Frequently Asked Questions

What should I tell my supervisor? Share with them that you are an international student at Bellarmine and that in most ways you are like any other intern or employee. Tell them you cannot start until the forms are filled out and what your last date of employment will be.

What does my supervisor have to do? Very little! They need to complete the Supervisor Agreement Form and they may be asked to evaluate your progress as part of your class.

Do I have to pay taxes? Yes, if you are being paid for your work.