

Becoming an International Visiting Scholars (J-1)

Exchange Scholars Procedure

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The College of Mathematics, Natural Sciences and Technology (CMNST) welcomes the participation of graduate students of multiple ethnicities in our research programs. Such collaboration fosters the cross-pollination of innovative ideas that helps enrich the overall academic culture within the College and on the DSU campus. This page outlines the process for participating as a graduate exchange student within the College.

[For Students](#)

[For Sponsoring Faculty](#)

?Requesting to be an exchange visiting scholar (J-1)

Students wishing to be a visiting or exchange student at Delaware State University under the auspices of a Principal Investigator (PI) within the CMNST should adhere to the following procedure:

1. Submit a letter of request to the PI of the laboratory you intend to work with, including the following information -
 - proposed duration, start and end date
 - if sponsored through an external fellowship, provide proposed funding source for subsistence and incidentals (stipend, housing, meals, travel expenses, insurance)
 - proposed funding source of international processing (visa, DS-2019)
2. Submit a copy of current curriculum vita.
3. Submit a copy of valid I-94 (which should be in the passport).
4. Submit a copy of insurance information.

Exchange students should direct questions about processing the DS-2019 to the Office of International Affairs (OIA), ldaniels@desu.edu [1], or (302) 857-6421.

****Upon arrival on campus, the exchange visitor is to immediately report to the OIA, and will be asked to provide a copy of the following documents:**

- a copy of the stamped DS-2019 form
 - a copy of the visa
 - a copy of the I-94 card (in the passport)
 - Insurance information
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Please call ahead to schedule appointment with OIA: (302) 857-6421.

?Hosting an exchange visiting scholar

Requestors of exchange visitors must provide the following documents to the OIA as soon as possible:

- Letter of request to host exchange visitor, including duration, start and end dates, source of funding and department number from which expenses will be paid.
- Secure approval of Chairperson of the hosting department (can sign original request form requestor).
- Secure approval of the Dean of College (can sign original request from requestor), before sending packet of original request to Provost for approval.
- Forward a copy of letter of request, copy of passport, and copy of curriculum vita to the OIA.

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Links

[1] <mailto:ldaniels@desu.edu>

[2] <http://www.desu.edu/cmnst>