J-1 Student Intern

Summer 2022 (Updated March 4, 2022)

Visiting undergraduates may be invited to campus for VUPRCA appointments beginning June 1, 2022. Host departments are responsible for the verification of any required vaccinations (including boosters) and you will want evidence of this before the invitation is finalized. If Yale sets additional requirements prior to the start date, it will be the host departments responsibility to ensure any new requirements are met before the individual comes to campus. Once on campus, if there are requirements for regular testing or other requirements, it will be the responsibility of the host department to develop a process to ensure compliance, as the current university systems and central processes do not support individuals who are registered outside of Workday or Banner. If you have any questions about the Visiting Undergraduates Participating in Research and/or Clinical Activities please email ehsintegrator@yale.edu [1].

About Student Interns

There are visiting students who will not qualify for the J-1 Student Intern program and for whom another Yale appointment or program is more appropriate. Most graduate students are not eligible. The list below provides possible alternatives for those who do not meet the Student Intern program criteria.

- Visiting Assistant in Research (VAR) [2]
- Visiting Student – Division of Special Registration (DSR) [3]
- Postgraduate Associate [4]
- Postgraduate Fellow [4]

Eligibility

To qualify as eligible for the J-1 Student Intern category, the participant must be:

- Currently enrolled and in good academic standing at an accredited postsecondary academic institution outside the US. (Most are pursuing the equivalent of a U.S. bachelor's degree).
- Fulfilling educational objectives for current degree program outside the U.S.
- Able to verify English language skills sufficient to function on a day to day basis in the program.
- Primarily in the U.S. to engage in the student internship program.
- Return as an enrolled student in the home institution after the Yale program in order to “fulfill and obtain a degree.”
- Able to show sufficient funding to support the visit, including housing and living expenses.
- Able to provide proof of health insurance that meets the minimum requirements of the J-1 visa [5] and will be valid for the time spent at Yale.
- The internship must consist of a minimum of 32 hours per week and can include no more than 20% clerical work.
- Eligible for the [6] Visiting Undergraduates Participating in Research or Clinical Activities [6] appointment or participating in an established internship program sponsored by Yale University
- Participation in the J-1 Student Intern category is limited to a maxim of 12 months over the lifetime of the individual participant.

Host Department Application Requirements

- Confirm all eligibility requirements (listed above).
- Create an OISS Connect record for the J-1 Student Intern.
- Complete the following forms and upload to OISS Connect:
After You Submit the OISS Connect Record and All Documents to OISS

Upon receipt of documents listed above, OISS will generate the form DS-2019 (visa document) and the form DS-7002. OISS will contact the department when the DS-2019 and DS-7002 forms are ready (7-10 business days from date of complete submission).

Pick Up Forms at OISS

- The DS-7002 form requires original signatures from OISS and the intern's Yale supervisor before it is sent to the intern.
- If the Yale department cannot pick up the DS-2019 and DS-7002 from OISS, please create a courier label addressed to the J-1 Student Intern's sponsoring Yale department and upload it to the OISS Connect record.

Intern Consulate Appointment

The Student Intern applies for a J-1 visa at the U.S. consulate with the original DS-2019 and DS-7002 forms.

Intern Check-In

The Student Intern must check in with OISS with the original DS-2019 and DS-7002 forms.

Intern Evaluation

Departments are required to provide OISS a written evaluation of the intern's performance in the 15 day period before the conclusion of the internship. For programs lasting more than 6 months, a midpoint evaluation is also required within 15 days of the midpoint mark. The final evaluation is due before the intern leaves the U.S.