We sent out a special edition of the Department Newsletter [1] last week to announce the recent procedural changes to the J-1 DS-2019 request and H-1B sponsorship request processes.

Since then, we also have an update on funding minimums and the process for J-1 Interns. All these topics are listed below.

**Funding Minimums Increased**

As of July 1, 2023, the minimum funding amounts for the following positions have been increased.

**Postdoctoral Affairs Appointments**


Postdoctoral Positions

- Years 1-4: $65,000
- Years 5-6: $68,000

[Details on Postdoc Compensation Minimums] [4]

Postgrad, Laboratory Associate, and Visiting Fellows
$3,200 per month or $38,400 per year

Details on Postgraduate Compensation Minimums [5]

Details on Other Appointment Type Minimums [3]

Faculty Appointments

- YSM or Public Health Faculty (Teaching and Research): Please contact the Office of Academic & Professional Development [6]
- FAS and Other Professional School Faculty (Teaching and Research): Please contact the Office of Faculty Administrative Services [7]
- Visiting appointments: $3,200 per month or $38,400 per year

Dependents

- An additional $800 per month for an accompanying spouse and $575 per month for each accompanying child.

J-1 Scholars: Update to the Method for Sending the Initial DS-2019

The Department of State published an interim final rule that allows digital signing and electronic transmission of exchange visitor Form DS-2019, effective April 27, 2023. You can read the relevant FAQ about this new rule here [8]. Please note that only the authorized OISS staff (“Alternate Responsible Officers”) are allowed to sign the documents electronically; the scholars themselves still need to print and sign in ink when using their forms. The new rule also specifies specific rules and restrictions for digital signature security and authenticity. Accordingly, OISS has started incorporating this new practice when issuing a DS-2019 to our international scholars.

As hosting departments of J-1 international scholars, please note the following change when you request an initial DS-2019.

- Requests for the J-1 Student Intern [9] Category (J-1 Interns are appointed as Visiting Undergraduates Participating in Research and/or Clinical Activities [10]):

The Student Intern category requires signatures outside OISS on the training plan, DS-7002. Moving forward, OISS will first issue the DS-2019 and DS-7002 and then upload an electronic copy of the DS-7002 signed by OISS staff to OISS Connect and notify the department. The department will need to download and print the form, have the faculty sponsor sign and date it in ink, and then scan and create a completed DS-7002 in PDF format. Once the DS-7002 is complete with the signature of the faculty sponsor, the department will then submit a “Host Faculty Signed DS-7002” request in OISS Connect [11] and upload the completed DS-7002. OISS will upload the signed DS-2019 and DS-7002 forms in OISS Connect and email the J-1 Intern (cc'ing the Yale department) informing them that their documents are ready so that they can apply for their J-1 visa. A courier label or physically coming to OISS to pick up the DS-2019 and DS-7002 is no longer needed.

- Requests for all other J-1 Categories (e.g., Professor, Research Scholar, Short-Term Scholar, Specialist):

OISS will share the properly signed electronic DS-2019 via OISS Connect. This document will be accessible to both the incoming scholar and the department. The scholar will receive a welcome email from OISS as usual, which contains the instructions on how to retrieve their signed DS-2019 for their visa application. A courier label is no longer required with your request via OISS Connect.

All sequential DS-2019 after initial DS-2019 issuance (e.g., delayed arrival, extension, department transfer, add dependent, etc.) are handled electronically. No courier label is needed.
Existing Requests

If you have submitted a request with a courier label, please note that we will no longer use that label for any DS-2019s that are issued moving forward. You will be able to tell how the DS-2019 will be provided to the scholar from the welcome email that you will be copied on.

Special Exceptions

We are aware that there may be some occasions where it might be necessary to send a physical DS-2019 to a scholar due to technological restrictions overseas. In that case, please notify OISS of this special request.

H-1B Employees: Process Update to the Sponsorship Request for Academic Positions

OISS has implemented an electronic method to collect the required documents for your H-1B sponsorship request. We are no longer collecting documents via email. Please note the following:

- **Requests for the first time H-1B at Yale** (e.g., current employees on another visa, new hires who will on board, etc.):
  The department must submit a New Sponsorship Request (NSR) via OISS. Once the submitted NSR is accepted, your OISS adviser will send emails with next-step instructions to both the department and the prospective H-1B employee, which include receiving access to a cloud folder for you to upload the required documents. OISS Connect is not used to submit and collect the required documents.

- **Requests for the current H-1B employees at Yale** (e.g., extension, title change, department change, etc.):
  No NSR submission via OISS Connect is required. OISS will create a new record in the system according to the case type that the department notifies OISS. Your OISS adviser will send emails with next-step instructions to both the department and the current H-1B employee, which include receiving access to a cloud folder for you to upload the required documents. OISS Connect is not used to submit and collect the required documents.

Please Submit Your H-1B Requests at Least 6 Months Before the Requested Start Date

As a friendly reminder, please submit your H-1B request well in advance, preferably 6 months before the requested start date. Delays in submitting a request for sponsorship might also delay the completion of the petition by OISS and approval by USCIS (United States Citizenship and Immigration Services). These kinds of delays may result in an employment gap, and in some cases the scholar may need to leave the U.S. Thank you for your partnership to make this process as smooth as possible.