



Harvard International Office
1350 Massachusetts Avenue, Holyoke Center Room 864
Cambridge, MA 02138 tel: (617) 495-2789 fax: (617) 495-4088
www.hio.harvard.edu

J-1 Student Intern Instructions

The Harvard International Office (HIO) has permission from the U.S. Department of State to sponsor Student Interns under its J-1 Exchange Visitor sponsorship.

Student Interns

Student Interns are defined as students currently enrolled and pursuing a degree in accredited post-secondary academic institutions outside the United States. They must be participating in an internship program in the United States that will fulfill the educational objectives of their current degree programs at their home institutions, and they must return to their home institutions upon completion of the internship. They must verify that they have English language skills sufficient to function on a day-to-day basis in the internship environment. They may participate in student internship programs for up to 12 months using the J-1 visa. They must comply with the requirement of having health insurance while participating in the J program.

Harvard Faculty Members

Faculty members sponsoring Student Interns must complete and submit to the HIO the J-1 Student Intern Application and Form DS-7002. A sample Form DS-7002 is included with instructions. The Form DS-7002 must be submitted to the HIO with original signatures of the sponsoring faculty members. Faxed copies are not acceptable. After reviewing the application the HIO will issue and send the Form DS-2019, certificate of eligibility for J-1 visa, and Form DS-7002, to the student so that s/he may use them to apply for a J-1 visa. The HIO will use this category as appropriate for individuals working on Bachelor's degrees and sometimes Master's degrees outside the United States.

Guidelines on Financial Documentation

We are required by the U.S. Department of State to document sufficient financial support for individuals who come to the United States on J-1 visa. We estimate that a single Student Intern coming to Harvard should have \$28,000 per year available for living expenses. This amount can be from any source(s) available for the student intern, eg. Harvard salary, personal funding, fellowship, etc. For those coming for less than a year the funding may be prorated.