

REQUEST FOR FORM DS-2019
FOR USE BY VISITING SCHOLARS AT
MIDDLE TENNESSEE STATE UNIVERSITY

(PLEASE TYPE OR PRINT NEATLY)

When a MTSU department has invited an international scholar for a visit, the J-1 visa is often the most appropriate visa for the visitor. This form should be completed by the host department (not the visitor), signed by the department head, and sent to the International Admissions Office. The International Admissions Office will then issue a Form DS-2019, which the scholar should use to get a J-1 visa and enter the U.S. **This request form should not be used for students.** If there are any questions, please call 898-5674.

PART I – DEPARTMENT INFORMATION

1. Host Department: _____
2. Department Address: _____ 3. Phone: _____
4. Host Professor/Staff Member: _____
5. Phone: _____ 6. E-mail: _____

PART II – SCHOLAR INFORMATION

7. Name of Scholar: _____
- | | | | |
|-----------------------|-------------------------|---------------------------|-------------|
| | Family Name | Given Name | Middle Name |
| 8. Male/Female: _____ | 9. Date of Birth: _____ | 10. Place of Birth: _____ | |
| | Month/Day/Year | City | Country |
11. Citizen of: _____ 12. Legal Permanent Resident of: _____
- | | | |
|--|---------|---------|
| | Country | Country |
|--|---------|---------|
13. Occupation and Employer in country of permanent residence: _____
-
14. Highest degree received (*check one*): _____ Ph.D. _____ Other
If not Ph.D., give date and actual name of degree (*not U.S. equivalent*):

15. What evidence do you have that this person has adequate English skills to function as a Visiting Scholar in your department? _____

16. Has this Visitor held J-1 or J-2 immigration status at **any** institution in the past 12 months? (*Yes/No*) _____

If yes, give dates and location of most recent visit: _____
(*If Visitor is currently in the U.S. attach copies of all previous DS-2019 forms*)

17. Has this Visitor visited MTSU before? (*Yes/No*) _____ If yes, give most recent dates: _____

18. Will the Visitor be accompanied by spouse or children? (*Yes/No*) _____
(*If yes, give names, dates of birth, and places of birth on separate page.*)

19. Visitor's Mailing Address: _____

20. E-mail Address (*if available*): _____ 21. Fax Number (*if available*): _____

22. Check one: _____ International Admissions should mail DS-2019 by airmail
_____ Mail by Express Courier (Attach envelope and International Air Waybill)
_____ Host Department will mail DS-2019; please call when ready for pick-up

