

REQUEST FOR LETTER FROM COMPANY OR UCSD DEPARTMENT OFFERING POSITION TO A J-1 INTERNATIONAL STUDENT FOR ACADEMIC TRAINING

Dear Employer,

Students on J-1 status, who want to pursue academic training or an internship program in their field of study, are required to obtain a job offer letter from their prospective employer before he or she can be authorized for the academic training.

Please provide a letter that includes the following information:

- Description of the training program, including its location, the name and address of the training supervisor, number of hours per week, salary, and dates of the training
- Goals and objectives of the training program
- Statement acknowledging that the training relates to the student's major field of study, and that it is an integral or critical part of the academic program.

Please give the original letter directly to the student. If you have any questions concerning this request, please contact our office at istudents@ucsd.edu or 858-534-3730.

Sincerely,

International Services and Engagement Office (ISEO)

Global Initiatives | UC San Diego