How to Process Visiting International Research "Students"

Purpose: Is the visiting international student coming to Rice to conduct research (no class registration necessary)?

Yes (only research)

Preferred Option

Process as a J-1 Intern (Banner record handled through HR)
For processing details, see flowchart:
http://oiss.rice.edu/WorkArea/linkit.aspx?LinkIdentifier=id&ItemID=350

Process as a Visiting Student (Banner record handled through Registrar)
Undergraduate Exchange Program (has formal agreement with Rice)
Register in Graduate Visiting Student status

No (will register full-time for classes every semester)

Department sends packet to OISS with required documents. See oiss.rice.edu/studentintern for specifics.

Upon receiving documentation, OISS confirms J-1 Intern Category as most appropriate for visitor.

OISS will use information provided to prepare DS-2019 for J-1 visitor

Process through Study Abroad Office (abroad.rice.edu)
Study Abroad works with OISS for paperwork for J-1 student visa

OISS prepares DS-2019 packet for exchange or visiting student for academic department to FedEx

** For more information on the special regulations for the various J Exchange Visitor categories, see flowchart http://oiss.rice.edu/WorkArea/linkit.aspx?LinkIdentifier=id&ItemID=358

Department
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