

Examples of valid job descriptions for each category:

- Short-term (max 6 months): EV will collaborate with faculty/attend seminars/teach in the field of X.
- Research Scholar (max 5 years): EV will primarily conduct research in the field of X.
- Professor (max 5 years): EV will primarily teach (may also conduct research) in the field of X.

Wages and compensation provided by UNG:

Proposed academic activities:

Cultural goals and components of the program:

What are the goals/objectives of this person's visit from the point of view of your department?

Compliance Certification

In compliance with federal regulations governing the J-1 Exchange Visitor Program, you are certifying that all information in this request is true and accurate to the best of your knowledge. **Your signature below indicates that you will abide by the following:**

- Notify the Center for Global Engagement immediately of any changes in the terms and conditions of the EV's program.
- Determine that the EV possesses sufficient English language proficiency for the proposed J-1 program objective.
- Inform the EV of specific job duties, number of work hours and expected compensation.
- Inform the EV of housing options and the expected cost of housing and living expenses.
- Ensure EV has appropriate credentials for his/her category and for the position.
- Confirm the J-1 visa program will not be used for tenure-track or tenured faculty appointments.
- Provide adequate support to the EV for the duration of his/her program.

Dean/Department Head Signature:

Department Contact Signature:

If you need this document in an alternate format for accessibility purposes (e.g. Braille, large print, audio, etc.), please [email the Center for Global Engagement](#) or call 706-867-2858.