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In order to determine the correct J category to sponsor, the following questions should be completed by the Exchange Visitor and the inviting mentor / supervisor:

1. What is the **true purpose** for this visitor to come to the institution?
2. Has the student been **formerly accepted** to an academic program with this institution?
3. Is so, has a **letter of acceptance** been prepared and sent to the student?
4. Is the acceptance for a **degree or non-degree program**?
5. If non-degree, is there a **defined written** prescribed course of study?
6. Is this international **currently a student** in the home country?
7. If so, what is the student's **anticipated graduation** date?
8. If non-degree will the appointment be **24 months or less**?
9. How much time does the student need to finish this program with you?
10. What **source of funding** will the student have during this specific course of study?
11. If the **funding is personal** or family is there a **written agreement** between U. S. institution and foreign institution or U. S. institution or foreign government or U. S. state or local government and foreign government?

Once our office reviews the answers to the questions, we will move forward with issuing the appropriate J-1 document.