

# DS-2019 SCHOLAR EXTENSION FORM

## SECTION A: EXCHANGE VISITOR INFORMATION

Name: \_\_\_\_\_ UTEP ID#: \_\_\_\_\_  
Last First

Personal E-mail: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_  
(Month/Day/Year) (Month/Day/Year)

Category (Select one):  Research Scholar  Short-Term Scholar  Intern

## SECTION B: APPROVAL SIGNATURES

\_\_\_\_\_  
UTEP Supervisor Signature Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Chair or Dean Signature Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
\* Human Resources Services Signature Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

\*Human Resources approval not required if exchange visitor is not employed by UTEP.

## SECTION C: BRIEF DESCRIPTION FOR REQUESTING AN EXTENSION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Required Extension Documents

1. EV attach a copy of current passport, I-94 and U.S. visa.
2. EV attach proof of medical insurance coverage for you and dependents.
3. EV attach financial documents for self and dependents.

### Required Funding Per Month of Extension

The minimum monthly funding requirements per month are:

- \$1,700 for the J-1 principal.
- \$500 for a J-2 spouse.
- \$300 for each J-2 child.

All funding documents must be:

- a. Dated within the past 6 months.
- b. Converted to U.S. dollars.
- c. Translated to English (include both the original funding document and the translation).



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