J-1 Academic Appointments (Initial Request)
Supporting Documents Cover Sheet

1. Cover sheet (this document)
2. Appointment letter on letterhead stating dates and title of appointment and salary amount
3. SEAS Intent to Sponsor Form (Fu Foundation School of Engineering only)
4. Signed English Language Proficiency Verification Form (if proficiency is being determined by scholar’s home institution)
5. ID page of the passport for the J-1
6. ID Page of the passport for accompanying J-2 family members
7. Funding documentation showing ability to cover monthly living expenses (only if Columbia funds do not cover current estimates)
8. Copy of any previous DS-2019 form(s) from previous J-1 programs (if applicable)