

DOCUMENT CHECKLIST FOR REQUESTING FORM DS-2019 FOR EXCHANGE VISITOR SCHOLARS

___ Completed application requesting form DS-2019.

___ If applicable, copies of all previous DS-2019 forms issued to prospective exchange visitor.

___ FIU offer letter (needs to be signed by the dean).

___ Funding (if it is from FIU, must be included in the offer letter).

___ Letter from sponsoring university, organization or government in English indicating funding in US dollars.

___ Personal bank letter indicating funding in US dollars.

___ Resume or curriculum vitae.

___ Dependent information, if applicable.

___ Completed Medical Insurance enrollment form with payment or copy of requisition if paid by FIU department with purchase order number.

___ Copy of the passport and dependents passports if applicable.

___ Export Questionnaire Clearance. (This form must be completed/signed by the host faculty and submitted to Mr. Nelson Perez). Please go the following link for the form. <http://academic.fiu.edu/academicbudget/www/FinalForms/I-129%20Visa%20Applicant%20Deemed%20Export%20Control%20Questionnaire.pdf>

___ Proof of English Language Proficiency (please refer to the form).

PERSON COMPLETING FORM: _____

EXTENSION: _____

EMAIL: _____ **FAX:** _____
