

International Services, Center for Global Engagement

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AMEND START DATE: J-1 EXCHANGE VISITOR

If your incoming exchange visitor is unable to arrive by the program start date listed in the FAU offer letter and in the Form DS-2019, the hosting department must notify IS before original intended start date, using this form to request an amended Form DS-2019.

Choosing New Dates: Please work with your incoming scholar to determine a reasonable new program start date before submitting this request to IS. Remember that the program start date does not have to equal the arrival date; the exchange visitor may still arrive up to 30 days prior to the start date. However, they may not begin their scholarly activity until the start date listed in the offer letter.

New Offer Letter: You must submit an amended offer letter with the new program dates with this form to complete the request. Remember to adjust the end date accordingly, if applicable. IS will contact the host department when the new DS-2019 is ready for pick up.

If your exchange visitor has not yet applied for the visa, send the new Form DS-2019 for the visa appointment. If the exchange visitor has already applied for the visa, and will arrive more than 2 weeks after the original intended start date, send the new DS-2019 to the exchange visitor for travel to the U.S. If the exchange visitor has applied for the visa, but will arrive within 2 weeks of the original intended start date, then they can travel with the old form and can pick up the new Form DS-2019 from the department upon arrival.

Scholar Information:	
Family Name:	Given Name:
Hosting Department/College Name:	
Original Program Start Date	Original Program End Date:
New Program Start Date:	New Program End Date:
Hosting Departmental Contact:	
Last Name:	First Name:
FAU Email:	Telephone:
Signature:	Date: