Host Organization Orientation

MICHPAGAN STATE UNIVERSITY
J-1 EXCHANGE VISITOR PROGRAM
Purpose of Orientation

The orientation program is directed at organizations/entities that intend to host either J-1 Research Scholars or J-1 Students engaged in Academic Training.

We will refer to MSU’s J-1 Research Scholars and J-1 Students as “Exchange Visitors” or “EVs”.
Purpose of Orientation

Hosting an EV incurs certain obligations on the part of the host organization. MSU wishes to ensure that every host organization is aware of its obligations prior to hosting an MSU EV.
The Exchange Visitor Program

The J-1 Exchange Visitor Program is a visa program administered by the U.S. Department of State and was created by the Fulbright-Hayes Act of 1961.

Preamble:

“...To enable the Government of the United States to increase mutual understanding between the people of the United States and the people of other countries by means of educational and cultural exchange...”
What does that mean for you?

The J-1 visa is not an employment visa, though employment is permissible under certain circumstances.

All organizations hosting EVs are expected to provide a well-rounded experience for each EV, including opportunities for cultural exchange.

All organizations hosting EVs are also expected to ensure the health and safety of EVs while engaged in program activities.
Cultural Exchange Ideas

Ideas for potential cultural activities:
• Baseball Games
• Football Games
• Parades
• Festivals
• Museums
• Holiday Events
• Concerts / Performances
Cultural Exchange Ideas

We recommend that host organizations provide an opportunity for the EV to share about their home country and culture as well!

Ideas:
- Brown bag lunch discussion
- Casual lecture
- Sharing food from home culture

Be curious! Ask questions!
Host Organization Expectations

Your organization must report any of the following events to MSU:

• Concerns regarding EV’s health, safety or welfare
• Changes in EV’s responsibilities, work location, supervisor
• Disciplinary actions toward EV
• Potential termination of EV
• Termination of EV
• EV’s failure to participate in expected activities
• General concerns
Please make sure you review and understand the “Third Party Host Confirmations” form.

This form constitutes the written agreement between MSU and your organization.
Final Evaluation

For students on Academic Training only:

Upon completion of the Academic Training period, the J-1 student is required to submit a signed performance evaluation to OISS.

As the student nears the end of their Academic Training, please reflect on their work and goals accomplished to complete the written evaluation. The evaluation will need to include the supervisor’s signature.
Host Organization Expectations

In a nutshell: Contact us!

jvisas@msu.edu
517-353-1720

After hours emergencies:
Call main line, listen for emergency number.
THANK YOU for being a host!

Michigan State University
Office for International Students and Scholars
427 N Shaw Lane
International Center Room 105
East Lansing, MI 48824

http://oiss.msu.edu
jvisas@msu.edu
+1-517-353-1720