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Academic Training Recommendation Form for J-1 Exchange Visitor

(Form must be completed signed & dated by the academic advisor, department chair, or the academic dean.)

To Whom It May Concern:

_____ is a full-time student in the _____

He/she is working for the Non-degree program in _____ which he/she expects to receive in _____

I recommend that _____ be authorized to engage in a period of academic training employment.

The recommended academic training is for _____ and _____, _____, and _____ from _____, for _____ hours per week.

The job duties are:(Describe as indicated in employment offer letter)

The goals of this academic training are:

The training is related to the student's major field of study because:

This training is an integral or critical part of the student's academic program because:

Signature _____ Name _____ Date _____

Title _____