



J-1 Scholar Applicant Request Checklist: Documents to Upload in Sunapsis

Please review this checklist to ensure you have everything scanned that you'll need to upload in Sunapsis for your J-1 Scholar request.

Required Documents for all Scholars

- ☐ Passport photo ID page
- ☐ CV or Resume

English Language Proficiency Requirement

Citizens from the below countries are exempt from this requirement.

Antigua	Canada	Grand Turks	Namibia	Tanzania
Australia	(English-	and Caicos	New Zealand	Trinidad and
Bahamas, the	speaking, i.e.	Islands	Nigeria	Tobago
Barbados	not Quebec)	Grenada	Sierra Leone	Uganda
Belize	Cayman	Guyana	Singapore	United
Bermuda	Islands	Ireland	South Africa	Kingdom
Botswana	Dominica	Jamaica	(English-	Zambia
British Virgin	Eswatini	Kenya	speaking, i.e.	Zimbabwe
Islands (St.	Gambia, the	Lesotho	not Afrikaans)	
Kitts-Nevis,	Ghana	Liberia	St. Lucia	
Anguilla)		Montserrat	St. Vincent	

If you are not exempt based on country of citizenship, you will need to upload one of the following:

- ☐ Copy of a diploma for degree earned at accredited institution in the U.S. or in one of the above listed countries.
- ☐ Copy of English language test scores *dated within the past two years* that meet either of the following two options:
 - TOEFL with a minimum score of 80 of the internet-based test, or minimum of 550 on the paper-based test



- IELTS with a minimum score of 7.0 total bandwidth
- [Duolingo English Test](#) with a minimum score of 115
 - Please make your results viewable to University of Maryland, Baltimore - Graduate
- Subject to additional approval from the OIS, a letter on letterhead from an academic institution or English language school from outside the U.S. that includes the following elements:
 - Letter describes the writer's familiarity with the exchange visitor's English language ability, **and**
 - Attests that English is the language of instruction at the school, **and**
 - Provides supporting documentation that the school and its degrees are recognized under the education laws of the country where the school is located.
 - [View sample of this letter](#)

Previous Visits to U.S.

If you are currently in the U.S., or have previously visited the U.S. in J-1 status, you will need to upload:

If currently in the U.S.

- Copy of your current I-94 document

If currently in J-1 Status

- Copy of your current DS-2019
 - Transfer form from current J-1 institution, if applicable

If previous visits in J-1 or J-2 status

- Copy of all DS-2019s issued to you
- Copy of your J-1 visa stamp(s)



Financial Information

We are required to verify that all scholars demonstrate sufficient funding to support themselves, and if applicable their families, while living in the United States.

- For the J-1 principal, \$33,300/year – or - \$2,775/month
- If you plan to bring your spouse in J-2 status, you will need to demonstrate an additional \$11,220/year – or - \$935/month
- If you plan to bring one or more children under age 21 in J-2 status, you will need to demonstrate an additional \$7,200/year per child – or - \$600/month per child

If you are not going to receive a salary from UMB or your UMB salary is insufficient to cover you and your family, you will need to upload financial documentation.

Funding Documentation may include:

- ☐ A letter of sponsorship from your government, employer, scholarship organization, etc. on their letterhead, **and/or**
- ☐ A bank statement, translated into English, which clearly identifies the currency and the current balance of the bank account.

Dependent Information

A Dependent is a spouse or unmarried child under the age of 21 who is in the U.S. with a family member in a primary status.

You will need to complete a SEVIS Dependents (Spouse/Children) e-form for each dependent for whom you wish to get a J-2 DS-2019.

Required Upload:

- ☐ Passport photo ID page of dependent