internationaloffice.berkeley.edu



# J-1 Academic Training (AT) Request Form

See eligibility criteria and length of available AT here: <https://internationaloffice.berkeley.edu/students/employment/at>

\*All fields on this form are required. Submit the application for AT to BIO at least 3 working days before: the employment start date, completion of the academic program, or the expiration of your DS-2019. AT authorization will NOT be backdated. Beginning work without authorization is a serious violation of status. INCOMPLETE AT applications will result in DELAY OR DENIAL of requested AT.

To request an Academic Training DS-2019, you must submit ALL OF THE FOLLOWING to Berkeley International Office:

#### This form completed and signed by you and your Academic Advisor (original signature required).

* Employer Verification Letter. Instructions on template, page 3. Applications with a missing verification letter or with mismatching information on the form and letter will be DENIED.
* Post-Completion AT financial documents showing at least $2100/month. If applicable, additional funding proof for dependents at $850/month for spouse and $750/month per child for the duration of the requested AT period. Salary information from paid job may be used as proof of funding.
* Post-Completion AT Services Fee: $100 Post-Completion Services Fee: Attach credit/debit card receipt OR check/money order made payable to “UC Regents”.Credit card payments can be made here:<https://io.berkeley.edu/forms/pcfee>

Student Information

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| --- | --- | --- | --- |
| Family Name: Bear | | | Given Name: Oski |
| Telephone: 510-123-4567 | Email: oski@berkeley.edu | | \* Program Completion Date: 12/14/18 |
| Student ID Number: 123456789 | DS-2019 End Date: 12/14/18 | | Previous Academic Training Used  (total number of months): 0 |
| UC Berkeley Major or EAP field of study: Mechanical Engineering | | | Level:  Bachelor’s  Master’s  PhD/Doctoral  EAP |
| Which type of Academic Training are you applying for? | | Pre-completion (You will not have completed your program before your AT start date)  Post-completion (You will have completed your program by your AT start date) | |
| AT Changes & Evaluation Agreement  *I will immediately report any change in my AT employment to Berkeley International Office. Change to a new employer will require a new AT form.*  *I understand that employment not matching the exact authorized AT employer, location, duration, hours per week is a serious violation of J-1 status*  *Pre-completion AT: I will update my LOCAL US address/contact information online via Cal Central:* [*https://calcentral.berkeley.edu/*](https://calcentral.berkeley.edu/) *.*  *Post-completion AT: I will update my US address/contact information online on the BIO SSU HUB:* [*https://io.berkeley.edu/ssu*](https://io.berkeley.edu/ssu)  *At the end of my AT, I will submit a Final Evaluation of my AT experience online through the BIO SSU HUB:* [*https://io.berkeley.edu/ssu*](https://io.berkeley.edu/ssu) | | | |
| Health Insurance Agreement   *During my AT period I will be covered by health insurance that fully meets the J-1 requirements for myself and any J-2 dependents with me in the U.S. for the full length of my stay in the U.S. I understand that failure to do so is a violation of J Exchange Visitor status and would lead to termination of my Exchange Visitor program and my right to stay in the U.S. I confirm that my insurance and that of any J-2 dependents meets the J student insurance requirements found at* [*https://internationaloffice.berkeley.edu/students/current/j-1/insurance*](https://internationaloffice.berkeley.edu/students/current/j-1/insurance) | | | |
| Signature of Student: *Oski Bear* | | | Date: 1/07/2019 |
| Name of J-1 Insurance Provider(s) for full AT period: International Student Insurance, Inc. | | | |
| Name of J-2 Insurance Provider(s) for full AT period: International Student Insurance, Inc. | | | |

## Employment Information

## This information MUST MATCH your Employer Verification Letter EXACTLY or your request will be DELAYED OR DENIED.

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| Name of Employer (Company Name): Apple, Inc. | | | Student’s Job Title: 3D Modeling Intern | |
| Supervisor’s First and Last Name: Jane Doe | | | Supervisor Title: Engineering Projects Manager | |
| Supervisor’s Phone: 510-555-5555 | | | Supervisor’s Email: jane@apple.com | |
| Company Name: Apple, Inc.  Company Address: One Infinite Loop City: Cupertino State: CA Zip code: 95014  Is this your physical work location?  Yes  No\* (\*complete Physical Site of Activity box below) | | | | |
| Physical Site of Activity:  Physical Site of Activity Address:       City:       State:       Zip code: | | | | |
| \*Hours Per Week: 40 | \*Begin date: 12/15/2018 | End Date: 6/15/2020 | | Total Compensation: $110,000 |
| \*Post-completion Academic Training must begin within 30 days of your program completion date and be a minimum of 20 hours per week. | | | | |

Academic Adviser’s Recommendation

J-1 Academic Training (AT) is training related to a student’s field of study and requires goals, objectives and a clear explanation of how the training is integral or critical to the student’s academic program of study.

*This section must be completed with your academic adviser.*EAP = College Adviser; Undergrads = Major/Department Adviser; Graduates = Faculty Adviser/Graduate Student Affairs Officer

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| Describe the academic goals and/or objectives of the student’s Academic Training experience:  Oski's academic goals for work-based learning related to his ME degree include:  1) gaining exposure and competency in utilizing proprietary 3-D design tools,  2) advancing his overall design skills, and  3) deepening his understanding of how parts behave in different real-world environments. | | | |
| Explain how this Academic Training experience directly relates to the student’s current UC Berkeley degree or Education Abroad Program (EAP) field of study:  Oski has completed a PhD in Mechanical Engineering and completed his dissertation on 3D modeling. Specifically, the 3D mechanical design and tooling design assignments with Apple will allow Oski to gain experience in a number of design tools and techniques described in his dissertation. | | | |
| Explain why this Academic Training experience is an integral or critical part of the student’s academic program:  PhD Students in ME gain theoretical knowledge of engineering/design through coursework/research. This experience provides Oski a critical opportunity to practice those skills in real-world scenarios with hardware and technology unavailable at UC Berkeley. Real-world experience of design and implementation is critical to complete a fully rounded post-graduate ME curriculum | | | |
| PhD STUDENTS ONLY - If the student has completed a Ph.D. and is requesting an extension beyond the initial 18 months of work authorization, please briefly address the research aspect of the Academic Training experience:  Oski's position is a research intensive position, with research as an ongoing job requirement and part of a research unit within the company. | | | |
| *I confirm that I have reviewed and approve the Academic Training Plan as described in this form. If the student is applying for Post-Completion Academic Training, I also confirm the student will have completed all degree or program requirements by the start of the AT period, or has only thesis/dissertation remaining.* | | | |
| *Adviser Name: Iman A. D'Visor* | *Title: Graduate Adviser* | | *Department: Mechanical Engineering* |
| *Adviser’s Signature:* *Iman A. D'Visor* | | *Date:* *1/07/2019* | *Adviser Email or Phone: a.dvisor@berkeley.edu* |

*For BIO use only* Payment type: 🞎 Credit/Debit 🞎 Check/Money Order

Credit/Debit: 🞎 Receipt Attached 🞎 Confirmed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Check or Money Order # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Payer: 🞎 Student 🞎 Other; name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_