

Office of International Education, Marquette University

Request for Academic Training

Academic training authorization allows you to accept employment anywhere in the United States that is directly related to your major area of study and commensurate with your level of education. Normally academic training may be part-time during the course of studies or full-time after the course of studies.

If you are considering academic training, your authorization must be approved **before** your official academic program completion date. In addition, the academic training/employment must begin **within the first 30 days after** the official academic program completion date.

You must have continual J-1 health insurance during AT. You must extend your period of health insurance before AT can be authorized.

Your Name (Last/Family, First): _____ MUID: _____

Program end date (#3 on DS-2019): _____

I am requesting AT for _____ Pre-Completion _____ Post-Completion

Academic Training dates: start: _____ end: _____

Employer Name: _____

Employer Address (Site of employment): _____

City: _____ State: _____ Zip code: _____

Job Title: _____

Supervisor Name: _____ Phone: _____

Supervisor email: _____

Number of Hours per week: _____

Please Note:

- ◆ You should not begin working until you receive written approval from a Marquette RO/ARO.
- ◆ You must have continual J-1 health insurance during AT.
- ◆ If you wish to change your employer, you must request it by completing the AT approval process.
- ◆ If you wish to extend your period of AT, you must request this several weeks before the ending date for your AT; you must also complete the AT approval process again.