Checklist of Required Documents for DS-2019 Requests

- The following documents should be submitted to ISS along with the following completed forms that can be found online:
  - UC Merced School Request for J-1 Services
  - J-1 Scholar Biographical Information Form
  - J-2 Dependent Biographical Information Form (if applicable)

### New J-1 requests:

- [ ] Identity/Biographical page of passport
- [ ] Identity/Biographical page of dependents’ passports (if applicable)
- [ ] Proof of legal permanent residence (If different from country of citizenship)
- [ ] Proof of Funding (Converted to US dollars, in English, for each source listed)
- [ ] Previous DS-2019s (of scholar and dependents) (if scholar has been in J status)
- [ ] Appointment letter signed by school Dean
- [ ] Visa Fee Justification Form ($410)

### Extensions and Transfers (to UC Merced from another U.S. institution):

- [ ] Identity/Biographical page of passport
- [ ] Identity/Biographical page of dependents’ passports (if applicable)
- [ ] Proof of legal permanent residence (If different than country of citizenship)
- [ ] Proof of Funding (converted to US dollars, in English, for each source listed)
- [ ] All Previous DS-2019s (for scholar and dependents)
- [ ] I-94 information for scholar and dependents: [http://i94.cbp.dhs.gov](http://i94.cbp.dhs.gov)
- [ ] Visa page for scholar and dependents (can be found in passport)
- [ ] Visa Fee Justification Form ($200)

### Change of Status

- [ ] Identity/Biographical page of passport
- [ ] Identity/Biographical page of dependents’ passports (if applicable)
- [ ] I-94 card for scholar and dependents: [http://i94.cbp.dhs.gov](http://i94.cbp.dhs.gov)
- [ ] Visa page for scholar and dependents (can be found in passport)
- [ ] I-20 for F-1 and any accompanying dependents
- [ ] Employment Authorization Document (EAD) [if applicable]
- [ ] Visa Fee Justification Form ($410)