



Change of a Site of Activity for a J-1 Research Scholar

What is a Site of Activity?

A **site of activity** is the name and address of the location where an exchange visitor (EV) will conduct their program activities. All exchange visitors must have a primary site of activity listed in their SEVIS record. Additional sites must be added when an EV requests a change of site or will engage in activities at more than one location.

General Guidelines Regarding the Site of Activity:

All requests for a change to a site of activity must be reviewed by the Office of **International Student and Scholar Services** (ISSS). You must request and receive approval for a change in your site of activity (site) before beginning a program objective at a different site. A change in your site without prior approval may have an adverse impact on your immigration status. If you are found eligible for a change, your SEVIS record will be updated, and a new DS-2019 issued.


Please note:

- There must be a relationship between a **site of activity** and your **original program objective**. Failing to maintain that objective is a violation of your program immigration status. Generally, you should continue your original program objective even after a change of site.
- Your primary site of activity and program objective can be found in section #1 (**site of activity**) and section #4 (**subject/field code and remarks**) of your DS-2019. The subject/field code and remarks should always reflect your current program objective.

Eligibility for a Change of Site of Activity:

- Receive an invitation to continue your program objective at a new site of activity.
- Submit proof that the objective at the new site is related to or a progression of your original program objective.
- Submit proof that any change in funding and/or your health insurance meets the minimum requirements for your immigration status.

How do I request a change to my Primary Site of Activity?

1. To request a change of site of activity, please complete a **Change of Site** E-form using the iStart link  found at www.ic.utah.edu.
2. Please be prepared to provide the following when completing the e-form:
 - a. Description of the research conducted at the current site of activity.
 - b. Description of the research conducted at the new site of activity.
 - c. Description of how the research at the new site is related to or is a progression of the research conducted at the current site.
 - d. Offer letter disclosing the new location, name and contact information of your supervisor, and a brief description of the research activity at the new site.



Frequently Asked Questions:

- 1. What if I have already changed my site of activity and didn't inform ISSS?**
A change of site without prior approval by ISSS may have serious consequences for your immigration status. Please make an appointment with an ISSS adviser to discuss your options.
- 2. What if my program objective at the new site is unrelated to my original program objective?**
ISSS will make an assessment not only based on the program objective, such as finding a cure for cancer, but also on the type of **activity**, such as biomedical research, when determining whether to make, accept, or permit a change.
- 3. Can I depart the U.S. and re-enter on a new DS-2019 if I am not allowed to change my site of activity based on my current DS-2019?**
In most cases, a departure such as this may be seen a completion of the current EV program and could trigger the 24 month bar on a repeat visit for those in the **Research Scholar** and **Professor** category. Please make an appointment with an ISSS advisor before considering this option.
- 4. What if my Primary Investigator (PI) or supervisor is the only change?**
A change such as this should be fine as long as there is no change in your program objective. If there is a change, it should be one that is related to or a progression of the original program objective.
- 5. What if my EV program is shortened because of a loss of funding and a change of site is the only way to remain at the U of U?**
There may be circumstances where this option is allowed. Please make an appointment with an ISSS advisor to discuss this option.
- 6. What if there is a change to my funding related to the new site of activity?**
Along with other information related to a change in your site of activity, you must provide an update related to any change in the amount and/or source of funding. This information is necessary, listed on your DS2019, and must be reported to ISSS within 10 days of the change. Be aware that the source of funding, such as funds provided by a foreign or US government for the purpose of international exchange, may subject you to the 212(e) home residency requirement.