

Office of International Education and Development



APPALACHIAN STATE UNIVERSITY

POLICY ON PARTICIPATION OF INTERNATIONAL STUDENTS AND SCHOLARS IN ANY SCIENTIFIC OR LABORATORY WORK ON CAMPUS

Any Appalachian State University department, faculty member or staff member that wishes to engage an international student or scholar to work, observe or assist in research in any scientific or other laboratory on campus must first provide the Office of International Education and Development (OIED) with the following documentation:

- (1) The International Student or Scholar's visa status. Students and scholars wishing to work in laboratories have to be on a J-1 Visa not a B1 or B2 (tourist or business visa). See point 6 in this policy.
- (2) The department, faculty or staff must provide OIED with a detailed description of the work to be performed and the time period within which any such work will occur.
- (3) In the event the student or scholar is in the United States on a J-1 Visa but is sponsored by an entity or institution other than Appalachian State University, the student or scholar will also need to provide a certificate of general or professional liability insurance naming Appalachian State University as an additional insured. The Certificate must show coverage of at least \$1,000,000 per person and \$3,000,000 per occurrence.
- (4) The department, faculty member or staff member must also provide a signed release form from each such student or scholar who shall be engaged in any such research or work. The approved release form can be obtained from OIED upon request.
- (5) All documentation submitted must be provided in English and contain original signatures by the appropriate parties.
- (6) Students and scholars may not conduct any laboratory work for any reason in B-1/B-2 status or under the Visa Waiver Program. The University may sponsor a student or scholar for J-1 status, if they are eligible for J-1 status; however, the University makes no commitment to do so.
- (7) Within three business days of the student or scholar's arrival at the University, the student or scholar must visit the Office of International Education and Development (OIED) and present their legal documents.