

DOCUMENT CHECKLIST FOR REQUESTING FORM DS-2019 FOR EXCHANGE VISITOR SCHOLARS

- ___ Completed application requesting form DS-2019.
- ___ If applicable, copies of all previous DS-2019 forms issued to prospective exchange visitor.
- ___ FIU offer letter (needs to be signed by the dean).
- ___ Funding (if it is from FIU, must be included in the offer letter).
 - ___ Letter from sponsoring university, organization or government in English indicating funding in US dollars.
 - ___ Personal bank letter indicating funding in US dollars.
- ___ Resume or curriculum vitae.
- ___ Dependent information, if applicable.
- ___ Completed Medical Insurance enrollment form with payment or copy of requisition if paid by FIU department with purchase order number.
- ___ Copy of the passport and dependents passports if applicable.
- ___ [Export Questionnaire Clearance Form](#). (This form must be completed/signed by the host faculty and submitted to compliance@fiu.edu)
- ___ Proof of English Language Proficiency (please refer to the form).

PERSON COMPLETING FORM: _____

EXTENSION: _____

EMAIL: _____ **FAX:** _____
