



# Academic Training Request

Name: \_\_\_\_\_ Gothic ID#: \_\_\_\_\_

- Academic Training is work experience related to your studies, such as an internship.
- J1 visa holders are allowed one month of Academic Training for each month of study. If you studied at NJCU for one semester, you may have four months of Academic Training.
- Academic Training must begin within 30 days of the end of your studies. The maximum amount of time for Academic Training is 18 months.
- Academic Training must be approved by both NJCU **and your home university.**
- You must maintain medical insurance during Academic Training and submit proof of coverage
- You must notify the International Office if you change your address
- You must notify the International Office if you change employers

You must submit the following with this form:

- A letter from your internship employer describing your duties
- **A short statement from you explaining how the internship is related to your studies and your learning goals**

Academic Training dates: \_\_\_\_\_

Number of hours/week: \_\_\_\_\_

Name and address of AT employer: \_\_\_\_\_

\_\_\_\_\_

Student Signature \_\_\_\_\_

Date: \_\_\_\_\_