

U.S. Department of State
ANNUAL REPORT
J-NONIMMIGRANT Exchange Visitor Program

Responsible Officer
Sponsoring Organization
Business Address

Program Number _____ Reporting Cycle _____	
Include this information on any attachments.	

STATISTICAL REPORT

1. Activity by Category		
Category	Number of New Records with a Program Begin Date in Reporting Cycle	
	J-1	J-2
Total Number of Records		

2. Reconciliation of Forms DS-2019	
Use of Forms DS-2019 During the Reporting Cycle	Number of Forms DS-2019
A. Allotment Carried Over from Previous Reporting Cycle	
B. Allotment Received from DOS During Reporting Cycle	
C. Number of Records Available During the Reporting Cycle (Add A + B)	
D. Number of New Records with a Program Begin Date in Reporting Cycle	
E. Total Number of Invalid Records During Reporting Cycle	
F. Remaining Records Available at End of Reporting Cycle (C – D + E =F)	

3. Record Statuses	Number of Records
A. Active Records	
B. Inactive Records	
C. No Show Records	
D. Terminated Records	
E. Invalid Records	
F. Transferred Records	

Special Instructions

Submit Annual Reports by e-mail to the U.S. Department of State, Office of Private Sector Exchange Designation. E- mail addresses can be found at <http://j1visa.state.gov/contact>.

Paperwork Reduction Act (PRA) Statement

*Public reporting burden for this collection of information is estimated to average three hours per response, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them via email to the U.S. Department of State, Office of Private Sector Exchange Designation. Email addresses can be found at <http://j1visa.state.gov/contact>.

PROGRAM EVALUATION

The core mission of the Exchange Visitor Program is to promote mutual understanding between the people of the United States and those of other countries through educational and cultural exchanges. Your comments and assessments help us demonstrate the success of our shared mission to Congress, relevant government agencies, and international organizations. Please provide responses to all of the following topics:

1. Summary:

- A. **Program Effectiveness:** Provide an evaluation of your exchange visitor program's overall performance during the reporting cycle. Include a description of your exchange visitors' activities and experiences, highlighting at least one detailed success story. Sharing photographs, survey results, results from the monitoring of participant experience, and best practices is encouraged.
 - B. **Trends/Changes:** Describe any new directions, trends, or significant changes that occurred in your program during the reporting cycle.
 - C. **New Initiatives:** Describe any new initiatives that you are planning for the upcoming reporting cycle.
- 2. **Challenges:** Describe any challenges encountered during the reporting cycle that impacted your exchange visitor program, and any steps taken to address them, e.g., job availability, wages, housing, transportation, site of activity concerns, institutional changes, low number of exchange visitors, etc.
 - 3. **Reciprocity:** Describe the nature and extent of exchange opportunities for the people of the United States supported by your institution during the reporting cycle. Examples include collaborations, agreements, or MOUs with international institutions, domestic staff traveling abroad for conferences, domestic students studying abroad, etc. If none, state "none."
 - 4. **Cross-Cultural Activities:** Summarize the cross-cultural activities you provided, and any other efforts made during the reporting cycle to ensure meaningful cultural exchange for your exchange visitors and their accompanying spouses and dependents. Examples include cultural excursions, holiday celebrations, community events, language classes, etc.
 - 5. **Staff:** Calculate the number of full and part-time staff, including any local and regional representatives, independent contractors, third parties, foreign agents, and volunteers, involved in administering your exchange visitor program during the reporting cycle. Please note the number of staff and host sites involved in directly monitoring and supporting exchange visitors and whether they are full or part time.
 - 6. **Other Comments:** Report any additional matters relevant to your exchange visitor program that may require the Department's attention.

CERTIFICATION

I certify that the information in this report is complete and correct to the best of my knowledge and belief; and, that the above-named program sponsor has complied with all health and accident insurance requirements for exchange visitors and their accompanying spouses and dependents [22 CFR 62.14].

Name of Chief Executive Officer or Sponsor Official (*Printed or Typed*)

☐

By checking this box, I certify that I am the individual submitting this document.

Date (mm-dd-yyyy)

Please submit Annual Reports by email to the U.S. Department of State, Office of Private Sector Exchange Designation. E-mail addresses may be found at <http://j1visa.state.gov/contact>.