Academic Training (AT) Information

Academic Training (AT) is work, training, or experience, on a part-time or full-time basis, that is directly related to a J-1 student's field of study. J-1 students may participate in AT prior to completion of their program of study, or following completion of the program of study. If your program sponsor is not the University of Pittsburgh, please consult that agency for instructions regarding Academic Training.

Undergraduate and Pre-doctoral students are limited to up to 18 months of Academic Training, or the period of time in which they were engaged in their program of study, whichever is less. For example, a student in an 11-month program would be limited to 11 months of Academic Training. A student in a two-year program would be limited to 18 months of Academic Training. Post-doctoral students are eligible for up to thirty-six (36) months of Academic Training, which can be granted in 18-month intervals.

For Academic Training before your academic program ends, you must apply for, and be granted, permission to engage in Academic Training before you begin employment. You may not engage in Academic Training until OIS has formally granted you permission.

For Academic Training after your academic program ends, you must:
- Receive authorization from OIS before your DS-2019 end date, and;
- Begin your internship/position within 30 days of your DS-2019 end date.

Eligibility Criteria

To be apply for AT, the student must:
- Be in good academic standing
- Must have a paid or unpaid job/internship offer for a position that is:
  - directly related to your field of study
  - integral or critical to your academic program
- Obtain an offer letter from the internship site that contains the following details:
  - description of the position
  - start and end dates
  - number of hours per week
  - amount of financial compensation, if any, and;
  - location of the employment.
- Obtain a letter from the student’s academic dean or advisor that contains the following information:
  - explanation how the experience is directly related to the student’s program of study, and why it is an integral, or critical, part of the student’s academic program
  - student’s goals and objectives for the internship
  - date that the student has completed, or will complete, all course requirements
  - internship details:
    - the location of the training
    - name and address of the training supervisor
    - number of hours per week the student will work
    - start and end dates of the training period

Additional Information and How to Apply

Students submit their Academic Training request via My OIS (my.ois.pitt.edu).

If you have reviewed the Academic Training e-forms in My OIS, and you still have questions, please contact your Immigration Specialist to discuss.