

Roger Williams University scholars who hold J-1 exchange visitor status in the Professor, Research Scholar or Short-Term Scholar categories may engage in occasional lectures and short-term consultations for institutions other than Roger Williams University, provided they receive prior approval from the Spiegel Center. When approved, federal immigration regulations also permit scholars to receive payment for such activities. The activity must support, and not interfere with, the exchange visitor's original program activity, and may not delay completion of the original objective. Although economic hardship is an employment option for J-1 students it is *prohibited* for J-1 scholars. **Please note** that authorization must be received for *each* activity in advance. Also, this provision of the laws pertains only to J-1 Exchange Visitors. Scholars who hold other immigration statuses are severely limited in their ability to be compensated outside their Roger Williams University position.

***A request for authorization*** to engage in an occasional lecture or short-term consultation will be possible *only* if the proposed activity is:

- directly related to the objectives of your Exchange Visitor program;
- incidental to your primary program activities; and
- will not delay the completion of your Exchange Visitor program.

***To obtain authorization***, you must present to your J-1 Responsible Officer, ***prior to the date of the proposed activity***, a letter (or email) from the host institution or organization containing the following information:

- a description of the terms and conditions of the proposed lecture or consultation,
- the date or duration of the activity (including the number of hours if an ongoing consultation)
- the amount of compensation
- the address where the activity will take place

***From your department or supervisor*** you must provide a letter (or email) containing:

- an explanation of how it is directly related and incidental to your principal activity
- a confirmation that it will not delay the completion of your Exchange Visitor program

### **Authorization to Work**

***Your authorization will be in the form of a letter to you from your J-1 Responsible Officer.*** The inviting organization will need a copy of this letter in order to pay you an honorarium. You should keep a copy for your permanent record.

As a J-1 scholar your options for incidental employment are limited. **Please remember that employment without proper authorization is a serious violation of your legal status.** Before you begin any kind of employment, you must first consult your J-1 Responsible Officer, whose written approval is necessary *in advance* of your engaging in the incidental employment activity.