

## Traveling During and After Your J-1 Program 30 Day Grace Period



### Travel During Your Program

During your program, you should be able to travel internationally and return to the U.S. without any problem if **ALL** is true:

- You have received permission from your host property to take time off during your program.
- You have a valid, unexpired passport.
- Your J-1 Visa is marked with an "M" under "Entries" in your passport. This means you are allowed multiple entries to the U.S.
- Your J-1 Visa is not expired (**SPLIT program/Extension participants, please read below**)
- Your DS-2019 Form is still valid.

### Before traveling you **MUST** following these steps:

1. **At least three weeks before any trip outside the US**, email [Amy@AmericanHospitalityAcademy.com](mailto:Amy@AmericanHospitalityAcademy.com) a copy of your passport, visa page. AHA will confirm you have a valid multi-entry visa, allowing you to re-enter the USA.
2. Submit the Travel Request Form to your employer for signature.
3. Purchase a pre-paid return envelope from AHA to your U.S. mailing address. When possible, the DS form should be mailed to your host property in care of your manager or Human Resources using FedEx, UPS, or the U.S. Postal Service (trackable method).
4. Mail your DS-2019, signed Travel Request Form and pre-paid return envelope at **least 14 days prior** to travel. Mail these documents to:

**American Hospitality Academy  
Amy Frank  
3867 West Market Street  
#203  
Akron, Ohio 44333**

AHA will sign and return your DS-2019 in the pre-paid envelope you provided. AHA signature confirms you are in good standing and continues to be sponsored by AHA. You will need to present this document to the U.S. Customs Official upon your return to the U.S.

***PLEASE NOTE - If enough time is not provided to AHA to sign and return your form, you will receive a scanned copy and be required to send international address and pay the cost of international shipping plus \$25 administration fee.***

### Other Important Notes Regarding Traveling Outside the U.S.

- It is your responsibility to understand all restrictions when traveling outside of the US and returning to the US. This includes travel bans, vaccination and testing requirements and quarantine restrictions. This will not be AHA responsibility.
- You may not spend more than 30 consecutive days outside of the U.S. during your J-1 program.
- You may only return to the U.S. before your J-1 Visa Expiration Date, and your J-1 Visa must be for "multiple" entries. The number of times you can enter the U.S. is indicated on your J-1 Visa under the "entries" section:
- Check with your insurance before you travel. In most cases travel to Mexico, Canada, Puerto Rico, and the U.S. Virgin Islands (St. Croix, St. John, and St. Thomas) is covered by your insurance. Travel anywhere else outside the U.S. is not covered.
- You need to check the visa requirements of the country you are traveling to and secure any necessary visas.
- You need to take your passport, DS-2019 Form, and I-94 card or printout of your electronic I-94 record with you.
- AHA must be notified of your international travel plans and sign your DS-2019 Form before you travel.

## International Travel During Your Extension Period (Split Programs)

If you have been approved for a program extension (sometimes referred to as split program), AHA will issue a new DS-2019 Form reflecting your new extended program dates. This form represents your legal status to continue your program.

***Although you will receive a new DS-2019 Form, the J-1 Visa in your passport will still expire according to the expiration date printed on the visa itself. You can remain in the U.S. for the duration of your extension, but if you travel outside of the U.S., you will not be allowed to re-enter, even with a valid extension DS-2019 Form, unless you apply for a new, valid J-1 Visa.***

While it might be possible to apply for a new J-1 Visa back in your home country, there is no guarantee the visa will be granted, so please consider this carefully before traveling internationally during your extension period.

## Travel at the End of Your Program: The 30-Day Grace Period

At the end of your program, you will have a grace period of up to 30 days for personal travel. If you decide to take advantage of the grace period to **travel in the U.S. (international travel is not permitted)**, you must be aware of these key details:

Both your DS-2019 Form and J-1 Visa will be expired during this time and you are no longer eligible for automatic visa revalidation. **If you leave the U.S. at all during this travel period, you will not be allowed to re-enter the U.S.**

You will no longer be covered by your insurance – **you must purchase additional insurance for travel.**

AHA sponsorship ends on the date of the DS-2019, AHA will no longer be responsible for you.

## Additional Rules for Traveling

If you are terminated from your J-1 program, you are expected to depart the U.S. immediately. You will not be entitled to the 30-day travel grace period.

Always keep your passport up-to-date. You must have at least six months remaining on your passport before it expires to re-enter the U.S.

You may need a visa to enter the country that you are planning to visit. Your U.S. J-1 Visa does not give you the ability to enter any country except the United States. To check visa requirements, visit that country's embassy website before you travel.

When you travel, you will need to take all your original documents with you. Photocopies are not valid travel documentation.

If you lost your passport during your program and need a replacement, you will not be able to travel internationally and return to the U.S., as your replacement passport will not have a J-1 Visa in it.

The decision regarding whether you are allowed back into the United States is not determined by AHA. While participants have rarely had problems in the past, there is always a small chance you will not be allowed back into the U.S. You will need to take this into consideration when making your decision about whether to travel.

# Travel Request Form



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Last Name (Please Print):
First Name (Please Print):
Host Property:
Travel Departure Date:
Date You Will Report Back to Host Property:

## Host Property Approval:

Supervisor/Manager Name (Please Print):	Title:
Signature:	Date: