

Request for a J-1 Visa Extension

It is possible to extend the program at your Host Company for up to a total duration of 12 months (intern) or up to a total of 18 months (trainee). Your Exchange Visitor category is determined upon issuance of your original DS-2019 and may not be altered. The internship/traineeship must be extended for a minimum of four weeks.

Acceptance of your extension request will be based on the accuracy of the aforementioned criteria. You should discuss the goals and content of the extension with your supervisor and prepare your paperwork carefully and with great attention to detail.

After your paperwork has been approved, we will issue you a new DS-2019 certificate which will reflect the new end date of your internship/traineeship. This form will allow you to continue your internship/traineeship and legally stay in the United States, but it is not valid for re-entering the United States. Please note that if you leave the United States during the extended internship/traineeship, you must visit the U.S. Consulate (in your home country) again to reapply for a J-1 Visa for reentry into the United States. While making travel arrangements you should take the necessary time and costs into consideration. It is under no circumstances possible to renew your visa inside the United States.

The SUSCC J-1 Visa team requires the following application material:

Participant:

1. A motivational letter from you explaining clear and concise reasons for requesting an extension:
 - Describe in detail your new position.
 - Describe how your new position is different from your present position and yet how it will build on the practical knowledge you have already gained.
 - Describe how your new position will help you in your career when you return to your home country.
2. A copy of your passport
3. Proof that you have sufficient insurance coverage for the extended period of training.
4. Proof that you have sufficient financial support for the extended period of your program (either via stipend shown on the new DS-7002 or a financial security statement).

Host Company:

1. A letter from your supervisor or HR representative explaining the reasons (new internship/traineeship position or new project) for extending the program.
2. A new "Training/Internship Placement Plan" (T/IPP) written and signed by intern/trainee and supervisor for the extended program period. The T/IPP may not be a duplicate of the original one. It must describe in detail the new activity and show how it builds on the skills the intern/trainee has acquired in his/her previous position.



3. Proof of payment of the extension fee payable via wire transfer, credit card, or check made out to “Spain-U.S. Chamber of Commerce.”

Please note that the initial notification of extension must be made at least four (4) weeks before the end of the original program. All paperwork must be completed and received by the Spain-U.S. Chamber of Commerce (SUSCC) at least three (3) weeks in advance of the original internship/traineeship end date. Please understand that we reserve the right to deny an extension request if the criteria and/or deadlines are not met.

Upon receipt of the required documents, the SUSCC will carefully review it and make a decision for acceptance of the extension. Please note that the quality of the application material will determine the SUSCC’s approval or disapproval of your extension application. If accepted, the SUSCC’s J-1 Visa team will issue you a new Certificate of Eligibility (DS-2019) for your extended program and mail it to you at your host company address.

The SUSCC charges the following service fee for extending an internship/traineeship: 500 USD.

Should you have any questions, please feel free to call or email the J-1 Visa team at any time.

Contact Information:

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