

Application Checklist

The Scripps Research Institute - International Office J-1 Student Internship for Foreign Ph.D. Students

To be completed by the Lab:

- 1. Completed [Ph.D. Student Intern \(J-1\) Lab Request Form](#)
- 2. Initialed and signed [Attestation Page](#)

To be completed by the Applicant:

- 3. A letter from the registrar's office addressed specifically to TSRI that **a.)** confirms enrollment in that institution's Ph.D. Program and **b.)** indicates how the internship at TSRI is a required component of the student's academic program
- 4. Completed [Ph.D. Student Intern \(J-1\) Data Form](#)
Be sure to initial Medical Insurance Requirement section
- 5. Completed [DS-7002 form](#) / Training/Internship Placement Plan (T/IPP)
The DS-7002 form must also be signed by TSRI Host P.I.
On the form, the Applicant should be referred to as a "Student Intern" not a "Trainee" because these are distinct visa categories. The DUNS number and Employee Identification Number (EIN) will be added to the form by the International Office staff following submission. As a result, please leave these two areas blank.
- 6. Comprehensive up-to-date copy of applicant's CV/résumé in English
- 7. Confirmation of adequate English language skills; verified through a videoconference with the applicant and the International Office. This requirement is waived if the foreign national's home country is English speaking or if the foreign national is currently studying at an English speaking academic institution.
- 8. Complete legible copy (preferably scanned) of applicant's passport (and accompanying dependents, if applicable)