



Office of International Affairs  
Cooperative Extension Building 109

**J-1 Scholar Program Evaluation Form**

To be completed by supervisor

J-1 scholars must make normal progress in their exchange program and complete all J-1 activities by the end date on their Forms DS-2019. This form is designed to assist you in discussing and evaluating a J-1 scholar's program activities.

Please meet with your J-1 scholar to discuss their progress before completing this form. Email a signed copy of this form, together with a one-page summary outlining the scholar's progress and accomplishment to OIA Director and RO at [eric.yang@kysu.edu](mailto:eric.yang@kysu.edu) within 10 business days after receiving an email reminder.

NOTE: Departments should report any changes in a scholar's J-1 program to OIA immediately for review and approval.

Evaluation period: \_\_\_\_\_ (mm/dd/yyyy) to \_\_\_\_\_ (mm/dd/yyyy)

Name of J-1 scholar: \_\_\_\_\_

Program activity: \_\_\_\_\_

Expected program end date: \_\_\_\_\_ (mm/dd/yyyy)

Overall rating:            Excellent                      Good                      Poor

If poor, describe improvement plans:

**Check as applicable to the J-1 scholar:**

- |     |    |   |
|-----|----|---|
| Yes | No | Possesses English language proficiency to conduct J-1 activities.               |
| Yes | No | Is making progress toward a timely, satisfactory completion of the J-1 program. |

**IN ALL THINGS EXCELLENCE**

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Yes      No      Has been participating in cultural activities as required by the J-1 federal regulations

**List of cultural activities:**

Supervisor's name \_\_\_\_\_

Title: \_\_\_\_\_ Department: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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