

**Academic Training Advisor's Recommendation**

This form is a requirement to grant a J-1 student permission to work outside of UVA, either during or after completion of studies. Attach a copy of the offer letter from the employer to this form. The offer letter must include the start and end date of the employment, expected number of hours per week, supervisor's name and contact information, and a description of the job duties and responsibilities.

**Student's name:** \_\_\_\_\_

**Student's Field of Study:** \_\_\_\_\_

**Program Completion Date:** \_\_\_\_\_

**1. Description of the academic training**

Employer: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, \_\_\_\_\_

Zipcode \_\_\_\_\_

Supervisors Name: \_\_\_\_\_

Email and phone # \_\_\_\_\_

Number of Hours per Week: \_\_\_\_\_ Date of training: From \_\_\_\_\_ to \_\_\_\_\_

**2. List the objectives and goals of the training program:**

**3. Explain how the training program relates to the student's major field of study:**

**4. Explain how the training enhances and/or contributes to the student's academic program:**

As the student's Academic Advisor, I recommend that the ISO authorize this student to participate in the Academic Training Program described above. I certify that the student is in good academic standing at the University of Virginia.

\_\_\_\_\_ Date: \_\_\_\_\_  
(signature)

Print name: \_\_\_\_\_

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