

Date:

TO: United States Embassy or Consulate and  
United States Citizenship and Immigration and Services Officer  
**(If J-1 or B-1)**

TO: United States Citizenship and Immigration and Services Officer  
**(If WB)**

RE: **SUPPORT LETTER FOR** (Visitor's name)  
(Date of Visit)

The above-named individual has been invited by Jefferson Science Associates, LLC, to come to the \_\_\_\_\_ Science Division at Jefferson Laboratory, for the period of \_\_\_\_\_ months, (Date to Date). His/her host at the Laboratory for the duration of stay is (Dr). \_\_\_\_\_, (title).

Jefferson Science Associates, LLC (JSA), a government research facility funded by DoE (U.S. Department of Energy), operates a high-intensity, continuous wave electron accelerator facility (Jefferson Laboratory) for basic research in nuclear physics. Jefferson Laboratory is a world-class laboratory used by the international scientific community. Its principal scientific goals are to understand the quark structure, behavior, and clustering of individual nucleons in the nuclear medium, and simultaneously, to understand the forces governing this behavior. Jefferson Lab's main instrument is a five-pass recirculating superconducting linear accelerator providing a continuous beam of electrons to one or more of the three experimental stations. Its fundamental mission is to provide national scientific leadership and technological innovation to support the DOE's objectives. The Laboratory's employee population is approximately 830.

Jefferson Lab's mission includes the following: to perform the highest quality basic research in Nuclear Physics in a manner that ensures employee and public safety and protection of the environment; to develop and operate unique national experimental facilities that are available to qualified scientific investigators; to educate and train future generations of scientists and engineers; and to transfer knowledge and technical innovations between Jefferson Lab's research programs, universities and industry to promote national economic competitiveness.

We understand that the most appropriate immigration classification for this visit and length of time is a **(Choose one: J-1 Exchange Visitor and you will accept his DS-2019 in order to give him a J-1 Visa; (or) B-1 (or) WB)**.

**(If J1 or B1: Additionally, we understand that the CIS Officer at Mr./Ms./Dr.'s \_\_\_\_\_ port of entry will designate (Choose one: J-1 and D/S on his I-94 arrival record; (or) B1 with his I-94 arrival record valid for the duration of his visit as stated above.)**

**(If WB:** Therefore, we respectfully request that Mr./Ms./Dr. \_\_\_\_\_ be allowed entry into the United States on WB status for the term of his visit as stated above. Mr./Ms./Dr. \_\_\_\_\_ will not receive a salary nor will he be employed by Jefferson Science Associates, LLC.)

**(If J1:** Mr./Ms./Dr. \_\_\_\_\_ will receive primary funding from \_\_\_\_\_, to the amount required by the United States Department of State for J1 Researchers, and will not receive a salary nor be employed by Jefferson Science Associates, LLC.)

**(If B1 or WB:** [simply state what the laboratory will be offering, the individual's personal funds and the individual's home government/institution of study or employer funding for the travel]).

If there is additional information you require, please do not hesitate to contact our Laboratory's International Services Office by fax at 757/269-7003, phone at 757/269-7687/(757) 269-7598 or email [ewing@jlab.org](mailto:ewing@jlab.org) or [wilkerso@jlab.org](mailto:wilkerso@jlab.org).

Dr. (host supervisor's name) coordinates are: (fax), (phone - office), (phone - home).

We are grateful for all due courtesy extended to Mr./Ms./Dr. \_\_\_\_\_ by your personnel. Thank you.

Sincerely,

(Signature and Title of Host or Dept/Division Head)

cc: (International Services Office)