

International Visitors

Foreign national visitors come to Jefferson Lab temporarily to engage in meetings, brief research activities to benefit their home institutions, collaborations, signing agreements, attending conferences, workshops, or other scientific events and/or activities, by entering the U.S. as a “business visitor.”

Foreign national visits to Jefferson Lab are accomplished by entering the U.S. with a B-1 visa (obtained from a U.S. Embassy/Consulate) or using the Visa Waiver Program. If you are not sure if you need a visa, you can visit the Department of State’s Visa Wizard at <https://travel.state.gov/content/visas/en/general/visa-wizard.html> to find out more information.

Note: Business visitor status does not permit employment by a U.S. organization (e.g., receive a salary).

B-1 Visas

There are two types of B visas: B-1 is for business visitors and B-2 is for tourists. If you want to visit Jefferson Lab in a professional capacity, you **MUST** be admitted at the U.S. port-of-entry in B-1 status not B-2.

Usually, a B-1 visa holder is allowed to remain in the U.S. either (1) for up to six months, or (2) (if coming for a conference, workshop, etc.) for the duration of the event. It might be possible to get a longer admission (to a maximum of six months) if *both* your home institution’s letter and Jefferson Lab’s letter clearly justify this.

1. If applying for a B-1 visa: Apply for a B-1 visa at the U.S. Embassy/Consulate in your country of current residence, a country where you are visiting for business or other purposes, or your country of nationality. Please note that the visa application process can extend up to three or more months, depending on circumstances and the backlog of work at that unique Embassy/Consulate. (*If entering under the Visa Waiver Program, skip this step.*)
2. Obtain a letter from your home institution explaining the purpose of your business trip to Jefferson Lab. The International Services Office recommends that you do not apply for a B-1 visa at the U.S. Embassy without this letter.

You may learn more about the B-1 visas on the following U.S. Department of State website:

<https://travel.state.gov/content/visas/en/visit/visitor.html>

Visa Waiver Program

When a person visits Jefferson Lab under the Visa Waiver Program, s/he is seeking admission to the U.S. as a business visitor, but without a visa stamp. It is not a separate “category” of admission – it is just a different procedure for entry as a Business Visitor. If you want to visit

Jefferson Lab in a professional capacity, you **MUST** be admitted at the U.S. port-of-entry in WB status not WT.

You may learn more about the Visa Waiver program at the following U.S. Department of State website:

<https://travel.state.gov/content/visas/en/visit/visa-waiver-program.html>

Jefferson Lab Procedure for a Foreign National Onsite Visit:

If coming to Jefferson Lab for a meeting, research or similar activities, contact your Jefferson Lab staff sponsor/host to begin the process. Your sponsor/host will begin an internal process that results in the issuance of an invitation letter to you from Jefferson Lab and ask that you complete an onsite access registration at <https://misportal.jlab.org/jlabAccess/>.

If coming for a workshop, conference, or other Jefferson Lab activity, the event organizers will issue an invitation letter to you and provide further access information for that particular event. In either case, the invitation letter confirms the purpose and duration of the event or activities connected with your visit.

Please direct all further questions regarding International Visits to Sue Ewing at ewing@jlab.org or (757) 269-7687 or Tara Tyndall at wilkerso@jlab.org or (757) 269-6119 in our International Services Office.