



Download to your desktop before completing form

Please read the following in its entirety before completing the form

Any individual which is being sponsored by the University of Miami for a J-type visa and is being processed under a DS-2019 application must undergo review by the Export Control Compliance (ECC) office. ECC will conduct screening of the individual in the restricted party screening database¹ and review potential risk of access to controlled items. This risk assessment is required by federal regulations² and is included as part of the processes defined by UM's International Student and Scholar Services (ISSS).

INSTRUCTIONS:

This form is to be completed and submitted by the department that is sponsoring the foreign person in a DS-2019 packet. Individuals coming to UM on an **H-1B, H-1B1 Chile/Singapore, O-1A, or L-1** visa type **only** are to use form [EXPORT-F-001](#), which can be found on the [Policies](#) page and the [Forms](#) page of the Office of Research Administration website www.ora.miami.edu.

Please be sure to type in the field "Name of Applicant" as it appears on his/her passport. Do not use titles, abbreviations, or nick names. (e.g., Dr., Mr., Ph.D., MD) **Please note: A copy of the passport must be included with this form.**

If you are not certain how to answer a question, please contact the Export Control Compliance office at: exportcontrol@miami.edu.

The DS-2019 Form is to be submitted to the Export Control Compliance office mailbox exportcontrol@miami.edu with the name of the foreign person in the subject line. (see example below) **Please note: The Form DS-2019 Request process cannot proceed until this form is submitted to the Export Control Compliance office.**

To...	<input type="checkbox"/> exportcontrol@miami.edu
Cc...	<input checked="" type="checkbox"/> Collins, William Jesus
Subject	SEBASTIAN THE IBIS

INFORMATION:

- Reviews are typically completed within **2 business days** provided no additional information is needed. Once reviewed, the final decision will be emailed back to the requestor and any other UM personnel as appropriate, along with a copy of the screening results.
 - It is the sponsoring department's responsibility to include from ECC both the approved DS-2019 applicant review form and the screening results with the DS-2019 packet. Failure to include these documents in the packet will result in ISSS returning the application to the sponsoring department.
- If it has been determined that an export license is required for the foreign person being sponsored, a separate process will begin, to initiate the license application. The deemed export license will not affect the visa application process.
 - It is important to note that it can take several months for a license application to be processed by the U.S. Government, and there is no guarantee that an export license will be granted. The department may want to take this into consideration as it may affect the applicant's ability to fulfill their responsibilities.
 - Questions regarding export licenses may be addressed with UM's Director of Export Control Compliance. Email: exportcontrol@miami.edu, or telephone (305) 284-9558.

¹The University of Miami uses Amber Road's On-Demand RPS system for screening individuals and entities among 300+ lists. There are several regulations that required RPS be completed, such as Executive Order 13224 of September 23, 2001.

²Arms Export Control Act of 1976. 22 CFR 120-130. 15 CFR 730-774.



Download to your desktop before completing form

Please note: A copy of the passport must be include with this form.

Requestor Information

Requestor Name: Date: UM Department:
 Campus: Requestor Email: Requestor Phone:

Applicant Information

Applicant Name: Country of Citizenship:⁴
(as on Passport³) Does applicant hold dual-citizenship?
 Assignment Start Date: Assignment End Date:
 Supervisor Name: Supervisor eMail:
 Purpose of Sponsorship:
 Entity providing financial support:

Please provide a brief paragraph of the work the applicant will perform:

Will the applicant be on a contract/grant? **If yes, Email a copy of the award terms and conditions as an attachment.**

Export Control Assessment⁵

YES	NO	Will The Prospective Employee:
<input type="checkbox"/>	<input type="checkbox"/>	Be expected to travel on University business to any country that is identified on the U.S. Department of State website: https://www.state.gov/eb/tfs/spi/ ?
<input type="checkbox"/>	<input type="checkbox"/>	Be working with or have access to high-technology equipment such as ⁴ :high-energy lasers, underwater acoustics, accelerometers, SONAR, satellite, nanotechnology, night-vision goggles, spectrometers, towed array systems, hydrophones and related systems, bi-static radar, multi-phased array radar, spectrum analyzers for intelligence purposes, UAVs, AUVs, ROVs, etc.?
<input type="checkbox"/>	<input type="checkbox"/>	Be assigned to work on research that is inherently military?
<input type="checkbox"/>	<input type="checkbox"/>	Be working with any of the select agents and/or toxins which are also within the seven categories of experiments identified under the U.S. Government's Policy on Dual-Use Research of Concern ?
<input type="checkbox"/>	<input type="checkbox"/>	Be assigned to work on projects sponsored by a foreign government, foreign agency or other foreign entity type?
<input type="checkbox"/>	<input type="checkbox"/>	Be working on research that requires the applicant to sign a Non-Disclosure Agreement (NDA) for the sponsor?
<input type="checkbox"/>	<input type="checkbox"/>	Be issued a UM-owned laptop or other electronic device (e.g., tablet, smartphone)?
		If a laptop will be issued, what data will be on the laptop? <input type="text"/>
		Will the applicant need to travel with the laptop? <input type="checkbox"/> If yes, where?
Please Note: All UM laptops must be encrypted and safe guarded at all times.		

For Use By the Export Control Compliance Office

RPS Completed Date: Applicant Cleared Applicant Not Cleared

A license is **not required** from either the U.S. Department of Commerce, or the U.S. Department of State to release such technology, or technical data to the foreign person noted above.

A license is **required** from either the U.S. Department of Commerce, or the U.S. Department of State to release such technology, or technical data to the beneficiary. The supervisor will prevent access to the controlled technology, or technical data by the beneficiary until and unless the University of Miami has received the required license, or other authorization to release item(s) to the beneficiary.

Comments:

* A new export review and approval is required if there are changes in work scope or a change in answer to the above export control assessment questions.
³Do not insert titles such as "Dr.", "Mr.", "Ms.", "Honorable", etc., or use abbreviations of names or nick names. The name should reflect that which is listed on the applicant's passport as well as visa application. Please note: A copy of the passport must be included with this form.
⁴The country list reflects the codes that are listed by ISO-3166.
⁵Answers should be based on information known at time of completing the form.
⁶The items listed are not inclusive. For questions about specific equipment contact the Director of Export Control Compliance at exportcontrol@miami.edu.