



EXPORT CONTROL CERTIFICATION
J-1 Visiting Scholar or B-1, B-2, or B-1/B-2 Combination Tourist Visa

**TO BE COMPLETED BY THE SUPERVISOR OF PROSPECTIVE SCHOLAR/VISITOR
OR THE DEPARTMENT CHAIR/DIRECTOR**

Submission Date: _____

Hosting Department: _____

Hosting Faculty/Staff: _____

Prospective Scholar/Visitor Name: _____

Dates of Visit: _____

Country of Citizenship: _____

Country of Birth: _____

If dual citizen, other citizenship: _____

Home Institution: _____

Home Institution Address: _____

It is **mandatory** that you complete the “**Export Compliance**” training module at [CITI Program](#). Also, please review the information available on the [Export Controls](#) website before answering the below questions in advance of preparing the visa petition.

Certification must be made by the University’s Export Control Officer as to whether a license is required from the U.S. Department of Commerce or U.S. Department of State. Your answers to the questions on the following page will help determine whether or not an export license may be needed for the prospective Scholar/Visitor.

Foreign visitors who will be given access to buildings or laboratories containing controlled equipment must first be screened by the Office of Research Protections and Integrity and must have a plan of work or study approved **in advance** by the Vice Chancellor for Research. The work or study plan cannot involve the study or use of an item of controlled equipment or training in the use of such equipment. As you complete this form, please keep the following in mind:

- **Technology** is defined by the Export Administration Regulation (EAR) as “specific information necessary for the development, production, or use of a product.”
- **Use** is further defined as the “operation, installation (including on-site installation), maintenance (checking), repair, overhaul, and refurbishing of equipment.”
- **Technical Data** is defined by the International Trafficking in Arms Regulation (ITAR) as “information required for the design, development, production, manufacture, assembly, operation, repair, testing, maintenance or modification of defense articles, including information in the form of blueprints, drawings, photographs, plans, instructions, or documentation.”

More information about export controls is available on the Office of Research Protections and Integrity [Export Controls website](#).

EXPORT CONTROL CERTIFICATION QUESTIONS

Your answers to the following questions will be used to determine if your college/department will need to apply for an export license for the visiting Scholar/Visitor. There is NO cost to apply for an export license. However, it can take up to 6 months to receive a license from the Department of Commerce, Bureau of Industrial Security. Timely submission of this form to the Export Control Officer (exportcontrols@uncc.edu) will enable efficient review of any export control matters related to the visiting Scholar/Visitor. **If providing additional information, please attach separately.**

1.	Is the potential Scholar/Visitor from Iran, Cuba, North Korea, Syria, Libya, or Sudan?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2.	Please explain the purpose and nature of the visit to UNC Charlotte.	
3.	If for research purposes, provide the IPF number and sponsor name(s) associated with visit. IPF#: _____ Sponsor: _____	
4.	Will the potential Scholar/Visitor have access to any laboratory at UNC Charlotte? If YES, please provide location(s).	<input type="checkbox"/> YES <input type="checkbox"/> NO
5.	Are you allowing unaccompanied access to the laboratory?	<input type="checkbox"/> YES <input type="checkbox"/> NO
6.	Who and what is the potential scholar's/visitor's funding source?	
7.	Do you have any Export Controlled equipment in the laboratory assigned to the Scholar/Visitor?	<input type="checkbox"/> YES <input type="checkbox"/> NO
8.	Will the potential Scholar/Visitor have access to encryption source/object code?	<input type="checkbox"/> YES <input type="checkbox"/> NO
9.	Will the potential Scholar/Visitor be assigned a campus username and password?	<input type="checkbox"/> YES <input type="checkbox"/> NO
10.	Will the potential Scholar/Visitor have access to UNC Charlotte computer network?	<input type="checkbox"/> YES <input type="checkbox"/> NO
11.	Has the Data Security Officer for your college/department been notified of this request? Below, please explain what network security arrangements will be made to limit the potential Scholar/Visitor's use of the campus network.	<input type="checkbox"/> YES <input type="checkbox"/> NO
12.	Will the potential Scholar/Visitor be involved in a project that has a Technology Control Plan or Data Security Plan in place?	<input type="checkbox"/> YES <input type="checkbox"/> NO
13.	Will the Scholar/Visitor be involved in any project that is proprietary in nature?	<input type="checkbox"/> YES <input type="checkbox"/> NO
14.	Will the Scholar/Visitor be involved in any project with publication or dissemination restrictions?	<input type="checkbox"/> YES <input type="checkbox"/> NO
15.	Will the Scholar/Visitor be involved in any project with an implied or applied specific military purpose?	<input type="checkbox"/> YES <input type="checkbox"/> NO
16.	Will the Scholar/Visitor be involved in any project that requires foreign national approval by sponsor (or stipulates that NO foreign nationals allowed)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
17.	Will the potential Scholar/Visitor work with high-tech or experimental equipment (e.g., high-speed computers, sensors, materials, electronics, lasers, telecommunication devices or other cutting-edge equipment)? If YES , please list the equipment being used:	<input type="checkbox"/> YES <input type="checkbox"/> NO
18.	Will the potential Scholar/Visitor work on corporate sponsored research? If YES, please provide award numbers:	<input type="checkbox"/> YES <input type="checkbox"/> NO
19.	Will the potential Scholar/Visitor work on or with materials obtained under a Material Transfer Agreement (other than the Uniform Biological Material Transfer Agreement)? If YES, please provide award numbers:	<input type="checkbox"/> YES <input type="checkbox"/> NO
20.	Will the potential Scholar/Visitor work on any other effort outside the stated purpose of the visit involving data, knowhow, software, or equipment of a technical nature? If YES, please explain:	<input type="checkbox"/> YES <input type="checkbox"/> NO

EXPORT CONTROL CERTIFICATION: SIGNATURES

Pursuant to 28 USC § 1746, I declare under penalty of perjury under the laws of the United States of America that the foregoing is true and correct. My signature below certifies that the information I provided above is true and correct, that I have completed the export control training module and that, if a license is required, I will not give the prospective Scholar/Visitor any export controlled technical data/technology until the proper authorization is received.

I also understand that failure to report completely and accurately may result in export control and/or sanctions violations punishable by criminal or civil penalties. If any of the responses to these questions change, I will contact the Export Controls Officer in the Office of Research Protections and Integrity at exportcontrols@uncc.edu.

Submissions without the designated signatures cannot be processed and filed by the University.

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<i>Name / Signature of Supervisor of Prospective Employee</i>	<i>Date</i>

I have reviewed the above information:

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<i>Name / Signature of Department Chair/Director</i>	<i>Date</i>

Internal Use Only:	
Restricted Party Screening completed and clear?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is a License required to release technical data/technology to the prospective Visitor/Scholar?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<hr/>	<hr/>
<i>Name / Signature of Export Control Officer</i>	<i>Date</i>