



February 23, 2023

Inez Bosnyak
Hunyadi Janos Street 135
Szalanta, Baranya 7811
Hungary

Dear Inez Bosnyak,

I am pleased to offer you an appointment as a Research Trainee at Mayo Clinic with Dr. Eva Kozicz Morava in the Department of Clinical Genomics for one month. The proposed start date of your appointment is July 24, 2023. **Please contact me at researchctp@mayo.edu if you are unable to start on this date.**

This appointment is contingent upon a satisfactory background check, academic verification, health assessment and completeness of file.

Patient Contact/Minnesota Background Check

You will receive a separate e-mail containing instructions for the Minnesota Background check. Please ensure that this is completed.

ONBOARD

We are currently transitioning to a new Onboard platform. You will receive Onboard details and instructions closer to your start date. Our office will contact you when Onboard is available.

Department Orientation

Date: July 17, 2023 (your sponsor will provide you with specific time and location).

Your identification badge photograph will be taken on your first day. Business attire is required during orientation and training. Men must wear a dress shirt and tie. Tank tops, jeans and sandals are unacceptable.

U.S. Citizenship/Permanent Residency or Visa Status

It is Mayo Clinic's general policy that all individuals engaged in research programs, regardless of the appointment category, be citizens or permanent residents of the United States or have an appropriate visa status to be in the United States for professional activities. **If you have questions about visa processing or other immigration matters as it relates to your appointment, please contact Mayo Clinic Immigration Services by e-mail at researchvisa@mayo.edu.**

Immigration Services of the Mayo Clinic Legal Department has determined that your research appointment participation must take place using the J-1 Exchange Visitor Program pursuant to Mayo Clinic policy. You will receive an email from Immigration Services that will direct you to their immigration software system's Web module. Login information and the Web link will be present in the email. Once you have received this email, please log into the software system to complete the required questionnaire and upload the various documents as indicated. This will allow Immigration Services to prepare and provide you with the document(s) needed for visa application purposes. If you have immigration-related questions, you may send your queries to Immigration Services using the software system's "SureMessage" system. Your patience is appreciated while you wait for your login information to be sent to you by email.

Your appointment is made with the understanding that you will have sufficient financial support to accommodate your living expenses while at Mayo Clinic. There is no commitment on the part of Mayo Clinic to supplement this support. Immigration Services may request a funding support statement in order to process your visa. The minimum amount of support necessary is \$29,000.00 USD per year or \$2,417.00 USD per month.

Mayo Clinic will not be able to offer health care insurance benefits to you during this appointment. Your participation in an Exchange Visitor program requires that you maintain health insurance coverage at the level established by the U.S. Department of State. For required insurance amounts see: <http://j1visa.state.gov/sponsors/how-to-administer-a-program/>

Certiphi Screening Background Check

You will be receiving an email from Certiphi Screening, containing a link to Mayo Clinic's background check vendor. The e-mail will come from applicationstation@certiphi.com. It is very important that you enter your information in a timely manner to begin the background check process and avoid delays to your appointment.

Occupational Health

Mayo Clinic will need a Tuberculosis medical report. You are required to have a chest x-ray or Tuberculosis (TB) Skin test completed and reviewed more than two weeks before your start date to determine your tuberculosis status. The x-ray must have been completed within the last six months and state it is "negative for active pulmonary TB" by the radiologist or attending physician. The TB Skin test must have been completed within the last year. This can be scheduled by your primary health care provider or an outpatient express clinic. The TB report must be on medical institution letterhead with English translation, signed by your treating provider, and indicating the results of your tuberculosis status. This is not reimbursable by Mayo Clinic. You will not be able to start without this being completed. **Please e-mail the letter to researchtp@mayo.edu.**

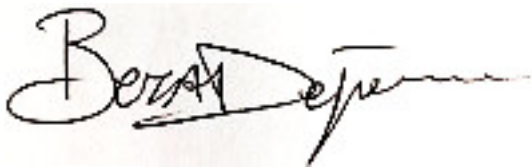
Non-Employee Registration

All non-employees must be registered prior to coming to Mayo Clinic. The registration process will require personal demographic information as well as a visual confirmation (i.e. government issued identification in English) to complete appropriate identity verification processes. This process aligns with the Mayo Clinic internal security requirements to reduce the risk of our data – including your personal information – from ending up in the hands of those who don't have a legitimate need to use it. You will receive an email from info@nonemployee.mayoclinic.org to complete the registration process. It's Mayo Clinic's expectation that you review and validate your role and personal demographic information within five business days of receiving this email.

*****We encourage you to arrive one week before your first day to accommodate for flight or unforeseen delays and acclimating to the Rochester community.*****

We look forward to having you at Mayo Clinic! Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Beza Dejene', with a stylized flourish at the end.

Beza Dejene
Mayo Clinic
Dejene.Beza@mayo.edu
507-293-2234

cc: Dr. Eva Kozicz Morava
Mary Bennett, Research Supervisor
Immigration Services