

QUICK GUIDE TO HIRING INTERNATIONAL SCHOLARS Faculty/Staff/Researchers



HONORARIUM OR REIMBURSEMENT OF EXPENSES

	Visa Type	Allows	Cost
Recommended	B-1 or Visa Waiver	Honorarium and/or Reimbursement Limited Stay (9 days/5 institutions within 6 month period) Application for ITIN	None
Alternate	J-1 Short-term Scholar	Honorarium and/or Reimbursement Application for SSN	None

(Reimbursements do not require SSN or ITIN)

INTERNATIONAL STUDENT GRADUATING FROM U.S. UNIVERSITY

	Visa Type	Allows	Cost
Recommended	F-1 Optional Practical Training*	Up to one year employment in field of study	None
Recommended	J-1 Academic Training*	Up to 18 mo. Employment in field of study or up to 36 mo. if postdoctoral researcher	None

*Student should apply for this authorization through the International Office of the institution from which he/she will be graduating. Optional Practical Training can take 4+ months.

NON-TENURED TEACHING OR RESEARCH POSITION

	Visa Type	Allows	Cost
Recommended	J-1 Researcher/Professor	5 years max	None
	TN (Canadian or Mexican)	1 year increments	None
	J-1 Short-Term Scholar	6 months max	None
Alternate	H-1B	6 years max	\$820 + possible \$1000

UNLV NOT PAYING A VISITING PROFESSOR OR RESEARCHER

	Visa Type	Allows	Cost
Recommended	J-1 Researcher/Professor	5 years max	None
	J-1 Short-Term Scholar	6 months max	None

TENURE-TRACK OR TENURED POSITION

	Visa Type	Allows	Cost
Recommended	H-1B	6 years max	\$820 + possible \$1000
Alternate	O-1*	*If H-1B isn't possible	\$820 + possible \$1000

*Individuals subject to the two-year home residency requirement are not eligible for H-1B status.

The following is a list of non-immigrant classifications that allow an individual to work in the United States. Please contact OISS if you have questions about the most appropriate way to sponsor a foreign individual to come to UNLV for teaching or research.

*Please note that all fees are now payable to **U.S. Citizenship and Immigration Services (USCIS)** formerly the Immigration and Naturalization Service (INS).*

H-1B Temporary Skilled Workers

Basic Requirements: This classification may be used for skilled workers to fill positions requiring a bachelor's degree or higher. The person must have the degree required for the position and there must be a direct relationship between the person's degree and their work. H-1B status allows immigrant intent and it is appropriate for both non-tenure track and tenure-track positions.

Program limit: Work permission may be obtained for up to 3 years at a time, for up to six years total.

Restrictions: Those individuals subject to the two-year home residence requirement or 212(e) as a result of a previous J-1 status do not qualify unless 1) the J-1 visitor completes the home residence requirement or 2) obtains a waiver from the Department of State and U.S. Citizenship and Immigration Services. A minimum salary is required for H-1B status, but the minimum acceptable salary will not be known until after the sponsorship process has been initiated by OISS.

Agencies involved: OISS works with the Nevada Department of Employment Training and Rehabilitation, the U.S. Department of Labor, and the regional service center of U.S. Citizenship and Immigration Services.

Processing times: Approx. 4-6 months unless premium processing is used, which shortens the time to an estimated 2 months.

Fees: USCIS - \$820. An additional \$1,000 if premium processing is necessary. If dependents are in the U.S. and require an extension or change of status, an additional \$300 fee for (all) dependents is necessary. All USCIS fees should be paid with separate checks.

J-1 Exchange Visitors

Basic Requirements: This classification may be used for short to medium-term visitors whose stay will not extend beyond 5 years. Sponsored individuals must have at least some graduate education or undergraduate plus extensive work experience to qualify. J-1 status does not allow immigrant intent and it is not appropriate for people in tenure-track positions. The individuals may be UNLV funded, self funded, or funded from another source, such as their employer in their home country.

Program limit: The specific J-1 category determines the person's maximum stay in J-1 status. Program limits are six months for Short-Term Scholars and five years for Research Scholars and Professors (these terms describe their job duties and should not be confused with job title).

Restrictions: Anyone who participates in a J Exchange Visitor program in the Professor or Research Scholar categories on or after 11/18/06 is subject to a 24-month bar on "repeat participation" in those categories. Scholars subject to the bar may not return to the U.S. as a J-1 scholar in the Professor or Research Scholar categories for a 24-month period.

Agencies involved: OISS is authorized by the U.S. Department of State to issue a DS-2019 for exchange visitors to qualify to come to UNLV in J-1 status.

(J Exchange Visitors Continued)

Processing times: 10 to 15 business days from the time of receipt of a completed application. Applications should be submitted to OISS at least 3 months prior to the intended starting date.

Fees: None.

TN Canadian or Mexican Professional Workers

Basic Requirements: TN status is for Canadian or Mexican citizens who want to enter the U.S. temporarily to engage in business on a professional level under the North American Free Trade Agreement (NAFTA). TN sponsorship is appropriate for people in temporary, visiting, or non-tenure track positions. It is not appropriate for tenure-track positions.

Program limit: This status is granted for up to one year at a time and is renewable annually for an indefinite period.

Restrictions: The Individual must have Canadian or Mexican citizenship, their job must fall under the list of professions in the NAFTA agreement, and they must have the degree appropriate as determined by the NAFTA agreement.

Agencies involved:

For Canadians: The most common way is for the person obtains this status on his/her own by entering the U.S. and being inspected by CBP (U.S. Customs and Border Protection) and granted TN status on an I-94 card at the port of entry or border.

For Mexicans: Mexican citizens must apply for a TN visa stamp in their passport at the U.S. embassy or consulate in Mexico. They then obtain TN status by entering the U.S. and being inspected by CBP (U.S. Customs and Border Protection) and granted TN status on an I-94 card at the port of entry or border.

Processing times:

For Canadians: by border crossing with inspection is immediate

For Mexicans: depends on visa processing time at U.S. embassy or consulate in Mexico

Fees:

At Border: check with border posts for current fees.

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