

H-1B/TN/E-3 Process Authorization Form

Requested Status:	Requested Action:	Status & Travel	Premium Processing
H-1B TN ¹⁾ E-3/H-1B1 ¹⁾ No preference	Amendment Extension New	Currently abroad/ will travel to obtain status ¹⁾ In US in a different status In US, in same status, with a different employer At UM in the same status; no intent to travel	Yes ²⁾ No
Administrator Email Addres Department Group (School, Employee's Name: Last	College or other higher-level	Middle	
Employee's E-mail Address: Proposed Job Title:			
Intended Status Start Date:Employee's Current Immigration Status (if any): Date Status Expires: ATTACH: Job Posting from UMJobs website, if position was advertised			
By signing this form, I give permission to the International Center (IC) to begin the process of obtaining the requested nonimmigrant status for the employee named above, under these conditions: 1. If the employment of an individual in H-1B status is ended prior to the expiration date of that individual's latest H-1B Approval Notice — except if the employment is terminated at the request of the employee – the employer (i.e. the hiring U-M unit) must pay the reasonable cost of the return airfare to that employee's country of last residence. I understand that the U-M unit is responsible for that cost. 2. The prospective employee cannot begin employment until the IC advises the department that the necessary approvals have been obtained and/or steps have been completed. Should the department decide to discontinue the process at any point or to terminate the position prior to the employment authorization expiration date, the U-M unit will notify the IC immediately. 3. Any changes in the conditions of employment (e.g. title, duties, work location, termination) will be reported to the IC. 4. The IC cannot guarantee the outcome of any case, and the hiring unit will not make any such guarantees to the employee. 5. The department must pay all the IC and federal fees associated with the application, as described in the IC fee schedule. 6. The IC will charge the processing fee for each case as soon as the process begins. This charge does not include USCIS filing fees. I authorize the transfer of these funds from the Department's short code account #			
Please email completed form to <u>icfacultystaff@umich.edu</u>			

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¹ TN, E-3 and H-1B1 status can be obtained without the need for a petition with USCIS. To benefit from the petition-less process, the foreign national has to be abroad or, if already in the US, leave the country, apply for a visa (if applicable) and re-enter the US.

² Premium Processing requires an additional government filing fee as listed in the <u>IC fee schedule</u>. Petitions filed under Premium Processing must be reviewed by USCIS within 15 calendar days.