

UWG Permanent Residency (Green Card) Acknowledgement Form

Date of Request:	
Employee Name:	Position:
Supervisor:	Department:
Employment Date:	Employment Authorization Start Date <i>(if different from Employment Date)</i> :
Justification <i>(Include justification if permanent residency is being requested for a staff employee*, or for a faculty member who has not completed the equivalent of a third year review)</i> :	

* Requests for permanent residency for non-faculty are limited to positions at the Director level or above, or otherwise highly specialized positions.

*Note that a Labor Certification is a requirement for the Employer-Based Second and Employer-Based Third Preference permanent residency categories (EB-2 & EB-3). A Labor Certification certifies the following: 1) that a job opening is available in a specified professional field, 2) that the job is also available to U.S. workers, 3) that the foreign national chosen for the position was the most qualified out of any similarly qualified U.S. citizens, and 4) that the pay for the job is at the [prevailing wage](#)¹ industry rate. For Labor Certifications filed for EB-2 or EB-3 cases, the original advertisement used to recruit for the current position may be used *if the employee's selection date is less than 18 months prior to the filing of the Labor Certification*. Otherwise, a competitive search is required for the position. Attorney's fees and any advertising costs resulting from the Labor Certification are the responsibility of the employer. The Labor Certification does not apply to EB-1 level permanent residency.*

Department Approver

Date

Dean

Date

Human Resources

Date

Vice President

Date

HR Use Only: Estimated Cost <i>(regular vs. premium)</i> :	Country of Origin:	Current Status:
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