



Request for University Support of Application for Employment-Based Permanent Resident Status

Please return this completed form, along with the original job offer letter, job advertisement, and updated CV/resume of the employee to International Services.

The three immigration attorneys below have been approved by the South Carolina Attorney General to file applications for employment-based permanent residency for Clemson’s international faculty and scholars. Please select one:

- | | | |
|--|---|--|
| <input type="checkbox"/> Haynsworth Sinkler Boyd, P.A.
<input type="checkbox"/> Garrett D. Steck, Special Counsel
75 Beattie Place, 11 th Floor
Greenville, SC 29601
<u>Email</u> and Tel: 864-240-3316 | <input type="checkbox"/> Lawrence J. Needle, P.A.
<input type="checkbox"/> P.O. Box 924
Columbia, SC 29202
<u>Email</u> and Tel: 803-376--1203 | <input type="checkbox"/> Weinstock Immigration Lawyers, P.C.
<input type="checkbox"/> 1827 Independence Square
Atlanta, GA 30338
<u>Email</u> and Tel: 770-604-1603 |
|--|---|--|

International Faculty/Scholar to complete:

Family/Surname:	First Name:	Middle Name:
Local Address, City, State, Zip:	Work Address, City, State, Zip	Country of Citizenship:
Email:	Phone:	Clemson University ID:

Information on the Position:

Position Title:	Is this a tenured track position? <input type="checkbox"/> Yes <input type="checkbox"/> No	If no, is this a full-time and permanent position? <input type="checkbox"/> Yes <input type="checkbox"/> No
Wage Offered:	Name of Supervisor:	Title of Supervisor:
Supervisor’s Email:	Supervisor’s Phone:	Supervisor’s Office Address:
Department Hiring Contact Name:	Department Hiring Contact Email:	Department Hiring Contact Phone:
Department Fiscal Contact Name:	Department Fiscal Contact Email:	Department Fiscal Contact Phone:
As part of the PR process, the Hiring Department is responsible for paying the \$5,000 in attorney fees to one of the three Clemson-approved attorneys. The Hiring Department agrees to pay this amount. <input type="checkbox"/> Yes <input type="checkbox"/> No		The Hiring Department can agree, at their discretion , to pay up to \$5,000 in USCIS Filing Fees (separate from the \$5,000 in attorney fees), for a total of \$10,000. Does the Hiring Department agree to pay up to \$5,000 in USCIS filing fees? <input type="checkbox"/> Yes <input type="checkbox"/> No
23-Digit Account String for Attorney Fees:	Name of Unit/Department:	Name of College/Division

Declaration of the Supervisor:

I am the supervisor/hiring official for the employee named above. Our department agrees to sponsor this individual for employment-based permanent residency. As part of the sponsorship, the hiring department agrees to pay all attorney fees and advertising costs required to file the Permanent Labor Certification Application (PERM), not to exceed \$5,000. At the hiring department’s discretion, the hiring department can pay USCIS filing fees up to \$5,000. The department has sufficient funds to cover the costs of sponsorship. Any additional funding will require prior approval from the Office of Human Resources and the Office of General Counsel.

Name of Supervisor: _____	Signature: _____	Date: _____
Name of Employee: _____	Signature: _____	Date: _____
Name of Dept. Chair: _____	Signature: _____	Date: _____
Name of College Dean: _____	Signature: _____	Date: _____