1. How should the issue of US work authorization be addressed during the faculty search process?
   a. Offer every candidate brought for a campus interview the opportunity to schedule a visit with the faculty immigration staff in the Provost Office.

2. Is inability to sponsor for US work authorization an acceptable reason to not offer a position to a non-US citizen or “non” green card holder?
   a. Yes (keep in mind that green cards holders do not require sponsorship for US work authorization)

3. What is the difference between a US citizen, a green card and a visa?
   a. Citizen
   b. Alien
      i. permanent immigrants=green card holders=permanent residents
      ii. NONimmigrants (temporary authorization=visa holders, eg. H-1B, TN, J-1, F-1, etc.)

4. What sort of obligation/liability is assumed when sponsoring an international person for a work visa?
   a. For certain visas → paying prevailing wage, no benching, etc. BUT EMPLOYER CAN TERMINATE POSITION AT ANY TIME – Until the international worker has a green card, their legal presence in the United States is tied to the sponsor. Therefore communication and timing of job end is extremely helpful to the international, but employer/faculty host ultimately makes immigration related decisions for persons on temporary visas, provided decisions meet Department of Homeland Security, Department of Labor and Department of State regulations.

5. Is it required to be proved that no qualified US worker applied for the job?
   a. While this is true for certain types of visas for lower-skilled jobs, and also for certain types of employment based green cards, this rarely pertains to NDSU hires.

6. How can a faculty member or department bring an international “visitor” to NDSU?
   a. J-1 exchange visitor visa – created for purpose of educational & cultural exchange
   b. Tabitha Thomas, international faculty & scholar advisor, oversees visiting international scholars
   c. Int’l exchange visit must conform to NDSU VS/VR policy re: all visitors (domestic & international)

7. Is there assistance with housing for my international visitor?
   a. We can provide suggestions- Residence Life, nearby apartments for rent, etc.
   b. Residence Life: https://www.ndsu.edu/reslife/general_apartment_information/

8. My employee, grad student, etc. has been waiting in their home for security clearance on his/her visa application-is there anything NDSU can do to expedite the process?
   a. We can send e-mail to US Consul, however Consular responses vary;
   b. Provost Office can seek Congressional intervention on security clearances beyond 60 days

9. What is required of a department if/when they decide to sponsor an employee for a green card?
   a. Time commitment varies according to type of employment based green card
   b. Financial commitment is responsibility of international employee

10. Is the purchasing of a paper ad in a national journal required at the time of recruitment if I may want to eventually sponsor a position with teaching responsibilities for a green card?
    a. Without safety of a paper ad, you must be able to prove it posted online for 30 days in a national journal

11. What is the most important immigration related advice for hiring units/faculty hosts?
    a. TIMING, TIMING, TIMING, - COMMUNICATE WITH THE PROVOST OFFICE EARLY
    b. IMMIGRATION PAPERWORK MUST BE PREPARED AND READY FOR IMMEDIATE SUBMISSION TO US IMMIGRATION UPON APPROVAL OF "REQUEST TO OFFER"

12. Who do I contact for assistance with matters related to immigration for employment purposes at NDSU?
    a. Deborah Maertens, 231-8779 → Green Cards and work visas
    b. Tabitha Thomas, 231-8052 → visiting international scholars and work visas