



## Permanent Residency Sponsorship Request

### GENERAL GUIDELINES FOR PERMANENT RESIDENCY SPONSORSHIP AT UC MERCED:

To qualify for UC Merced permanent residency sponsorship, the position offered must be full-time and permanent. UC Merced most commonly pursues permanent residency sponsorship for academic, tenure-track positions. For other academic titles, including Professional Researchers, Project Scientists and Specialists, or for Staff positions, the Dean's (or Vice Provost/Chancellor's) approval is required and the following conditions must be met:

- 1 Funding to support the position for at least three years;
- 2 Reasonable expectation that funding and employment will be renewed beyond the three years;
- 3 Intention to continue to employ the scholar beyond the three years indefinitely;
- 4 Scholar is expected to remain employed at UC Merced for more than the three years;
- 5 A satisfactory explanation to the Dean (or Vice Provost/Chancellor) as to why pursuing permanent residency for a non-tenure track position is appropriate based on the expectation of continued employment.

Name of Employee:

Name of School/Dept.:

Name of Administrator:

### INFORMATION REGARDING THE UC MERCED POSITION:

Position Working Title:

UC Path Position Title:

Title Code and Step:

Start Date:

Salary/Months Per Year:

Brief, non-technical description of position responsibilities including any teaching duties:

Recruitment Completed: ☐ Yes

☐ No

**If yes, submit Summary of Recruitment Sources form with proof of 1st and 30th day of advertisements**

If position is grant funded, how long has UC Merced had the grant:

Grant Expiration Date:

Is the grant expected to be renewed:

If it is renewed, for how many years:

If this grant funding is terminated, will the foreign national be offered continuing employment:

☐ Yes

☐ No

**INFORMATION REGARDING THE FOREIGN NATIONAL'S QUALIFICATIONS:**

If the scholar has teaching duties, the preferred permanent residency sponsorship path is EB-2 Special Handling PERM. Submit this request within 6 months of offer letter date or a test of the labor market will have to be done by advertising and reselection. The EB-1 path requires proof of extraordinary ability with strong supporting evidence of at least two of the criteria below.

For EB-1 eligibility, please indicate documentable evidence in the following categories:

- ☐ Receipt of major internationally recognized prizes or awards for outstanding achievement in the academic field
- ☐ Membership in associations in the academic field that require outstanding achievements of their members
- ☐ Published material in professional publications written by others about the scholar's work in the academic field (should be more than footnoted references without evaluation and can include a number of entries in a citation index citing the scholar's work as authoritative)
- ☐ Participation on a panel, or individually, as a judge of the work of others in the same or an allied academic field (includes participation as a reviewer for a peer-reviewed scholarly journal, reviewer of grants, etc.)
- ☐ Original scientific or scholarly research contributions to the academic field
- ☐ Authorship of scholarly books or articles (in peer reviewed, internationally-circulated journals)

Does the scholar have more than three years teaching/research experience after completion of the highest degree:

☐

Yes

☐

No

**DOCUMENTATION TO PROVIDE TO ISS WITH THIS REQUEST:**

- ☐ A copy of the scholar's final appointment letter
- ☐ A copy of the scholar's updated CV
- ☐ Summary of Recruitment Sources form along with proof of advertisements
- ☐ **For researcher or staff positions only:** a statement signed by the Dean or equivalent explaining why the position is appropriate for UC Merced sponsorship (as explained in general guidelines above.) This statement along with expected future expenses should be presented to the Dean or equivalent for consideration and approval prior to signing below.

**SCHOOL/DEPARTMENT AUTHORIZATION:**Chair/Supervisor: Signature: Date: **Dean (Vice Provost/Chancellor) if pursuing this request for a non-tenure track academic position:**Dean: Signature: Date: