



LAWFUL PERMANENT RESIDENCE FORM
for
NON-TEACHING POSITIONS

To AVOID DELAY, please review request before submitting.

The following must be completed and submitted to the Office of International Services:

- Submit a request for Lawful Permanent Residence for Non-Teaching through 'Immigration Tracker' Portal.
Complete the LAWFUL PERMANENT RESIDENCE FORM for NON-TEACHING POSITIONS Request Form below.

INSTRUCTIONS: In order for OIS to begin the process to obtain Lawful Permanent Residence (LPR) or Green Card process on behalf of a nonimmigrant employee in your department, please complete this form and return it along with all required supporting documents.

Name of individual to be sponsored: UIN #:
Department name:
BANNER/FOAPAL #
FUND: ORG: ACCT: 141901 PRGM:
Check this box for Optional Premium Processing
Is this a grant fund account? No Yes
Name of PI: Direct phone ext. of PI:
PI's Dept.: PI's Unit:
* Please note: This information is required by the Grants and Contracts office.

DEPARTMENT CONTACT INFORMATION
to be completed by department contact representative

Contact's Last Name: First: MI:
Department name:
Title:
Address 1:
Address 2:
City: State: Zip
M/C: Phone: Fax: Email:
1) Is there funding for at least 5 years for this position?
2) Is this a new position?
Job title offered: Annual Salary offered:
Number of years and/or months worker has been in this title at UIC?



Does the employer require a second U.S. degree/diploma? Yes No
If "Yes", please indicate the second US degree/diploma and the major(s) and/or field(s) of study required.

Will travel be required in order to perform the job duties? Yes No
If "Yes", please explain the travel requirements.

Non-technical description of job:

DEPARTMENT CERTIFICATION

I certify that the information provided in this Labor Certification application is true and correct.

Print name of Dean / Department Head

Signature of Dean / Department Head

Contact Person for this Petition

Phone

M/C

Contact Person's e-mail address

Fax