



# UNIVERSITY OF MARYLAND

## Preliminary Information to Determine Eligibility for Permanent Residence

*Complete and return this form to International Education Services, with Department Chair's Signature.*

Alien's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Birth Place \_\_\_\_\_

Country of Citizenship \_\_\_\_\_ Country of Permanent Residence \_\_\_\_\_

Name of Spouse (if any) \_\_\_\_\_ Birth Place \_\_\_\_\_

Alien's Current Address \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

Alien's Email Address \_\_\_\_\_

Date of Initial (or Anticipated) Arrival in United States \_\_\_\_\_

Date of Last Entry in U.S. \_\_\_\_\_ Visa Type \_\_\_\_\_ Expiration Date \_\_\_\_\_

Current Visa Type \_\_\_\_\_ Expiration Date \_\_\_\_\_

Comments: Extensions of Stay Approved by INS \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ to \_\_\_\_\_

Former Visas Obtained (Specify type) \_\_\_\_\_

Last Professional Position \_\_\_\_\_

Title of Proposed UMCP Position \_\_\_\_\_

Full- or Part-time? Full-time Part-time Salary \_\_\_\_\_ (for \_\_\_\_\_ months per year)

How long has this position existed? \_\_\_\_\_

Is it one which will be filled on a continuing basis? \_\_\_\_\_

Is it dependent on a specific grant or program for funding? \_\_\_\_\_

If so, indicate: Duration of funding \_\_\_\_\_

a) Will position cease to exist if funding is terminated? \_\_\_\_\_

b) If position is terminated, will alien be offered continued employment? \_\_\_\_\_

Does position involve any teaching responsibilities? \_\_\_\_\_

Has the alien ever been previously employed in the U.S.? \_\_\_\_\_

In the same department? \_\_\_\_\_ In the same position? \_\_\_\_\_ On what visa? \_\_\_\_\_

Describe specific professional skills and experiences of alien which qualify him/her above other applicants.

Date by which department hopes alien will begin employment \_\_\_\_\_

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RESPOND ONLY IF LABOR CERTIFICATION IS NEEDED

Is there a UMCP Affirmative Action Report available on the search and hiring process? \_\_\_\_\_

Recruitment efforts took place during \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Fall \_\_\_\_\_ semester, 20\_\_\_\_\_

Ads were placed in the following: \_\_\_\_\_

During the months of: \_\_\_\_\_

Was the position posted at UMCP? \_\_\_\_\_ For how many days? \_\_\_\_\_

Notices were sent to the following related departments and agencies:

Did any U.S. applicant meet the minimum advertised qualifications for this position? \_\_\_\_\_

Total number of U.S. applicants \_\_\_\_\_ Number of U.S. applicants interviewed? \_\_\_\_\_

Number of foreign applicants \_\_\_\_\_ How was foreign citizenship determined? (Write below)

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Contact person in department who will assemble all required documents, provide copies both for application and International Education Services' file, obtain necessary signatures, and generally follow through on permanent resident process to completion.

Name \_\_\_\_\_ Email \_\_\_\_\_

Phone \_\_\_\_\_ Department \_\_\_\_\_

I affirm that obtaining permanent residence for this alien is based solely on the needs of the department.

Signature of Department Chair \_\_\_\_\_ Date \_\_\_\_\_

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Director, IES Approval

I have reviewed the immigration status and information and find we can process an immigration petition.

Signature of IES Director \_\_\_\_\_ Date \_\_\_\_\_

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Vice President's Approval for UMCP Support of Permanent Residence Application

I have reviewed the preliminary information and other available documentation regarding the offer of employment to \_\_\_\_\_.

Support of this candidate by UMCP for Permanent residence is: \_\_\_\_\_ Approved \_\_\_\_\_ NOT Approved

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Date