Transmittal Form for Rutgers H1B VISA Processing Fees

This form must be completed by the sponsoring unit and attached to each application. Please refer to the Rutgers Visa Processing Fee Schedule for your specific type of application.

PLEASE COMPLETE ALL INFORMATION REQUESTED BELOW:

- Name of Foreign National for Whom the Application/Petition is Being Filed
  ______________________________________  ______________________________________
  (Last)        (First)

- Hiring Unit/Campus
  ______________________________________ / ______________________________________

- Contact in Hiring Unit
  ___________________________________________________
  _____________________________ / _____________________________
  (Name)                     (Campus Phone number) (E-mail)

- Type of Application being filed (please check only one):

  □ H1B 1-year Initial $1000
  □ H1B 2-year initial $1550
  □ H1B 3-year initial $2000
  □ H1B Extension $750 (same fee for 1-3 years)
  □ H1B Expedited: $300 + base fee

FEE PAYMENT INSTRUCTIONS:

Enter a journal entry into RIAS to transfer the appropriate funds to account #900-1955-5091-2110-100-5220-42010. Then complete ALL information in the box below and attach this form to your application request before submitting it to the Center for Global Services.

| Total amount transferred via journal entry | $______________________ |
| Date Transferred                          | ______________________ |
| JE Number                                 | ______________________ |

Office Use Only – Late Fee Payment OK ____