Rutgers Global–International Student and Scholar Services
Rutgers, The State University of New Jersey
30 College Avenue
New Brunswick, NJ 08901
facultyscholars@global.rutgers.edu
p. 848-932-7800
f. 732-932-1979

Rutgers Global-International Student and Scholar Services—RBHS
65 Bergen Street, GA-72
Newark, NJ 07107
RBHS@global.rutgers.edu
p. 973-972-6138
f. 973-972-7840

Permanent Residency Sponsorship Intake Form

Guidelines for pursuing permanent residency for academic positions through the Outstanding Professor/Researcher or Perm Labor Certification processes can be found on the ISSS website at: https://global.rutgers.edu/resources-forms/rutgers-department

Rutgers University policy on Employing Foreign Nationals can be found at: https://policies.rutgers.edu/sites/default/files/60.1.2%20-%20current.pdf

*****To be completed by the employing department requesting sponsorship*****

Sponsoring School and Department:_____

Department Chair/Director Name and Contact info:_____

Departmental Administrator:_____

Administrator Email Address:_____

Administrator Phone Number:_____

Employee's Information

Employee's Name:_____
Country of Birth:_____
Country of Citizenship:_____
Country of Permanent Residence:_____
Has employee ever applied for permanent residency in the US?_____
Graduation Date (PhD):_____

Appointment Information

Appointment Letter Date:_____
Job Title:_____
Years of experience **post** PhD:_____
Current Length of Employment at Rutgers University_____

Immigration Information

Current Non-immigrant Visa Status and Expiration Date:_____
Please list all previous immigration statuses with dates:_____
_____

****Include/attach the following:**

- C.V.
- Appointment Letter
- Job Posting/Advertisement in National Professional Journal from where the foreign national was hired (*as applicable*)

Kindly forward the completed form to ISSS - Scholar Services at: ***facultyscholars@global.rutgers.edu***