



O-1 Processing Request (SUMMERVILLE CAMPUS Positions)

This form should be completed by the Augusta University College that wishes to use the services of the International and Postdoctoral Services Office (IPSO) to hire a nonimmigrant specialty worker. [After completing this form, please email it to \[IPSO@augusta.edu\]\(mailto:IPSO@augusta.edu\).](#) **IPSO will begin processing only when forms are completed.**

O Visa—Individuals of Extraordinary Ability

The O-1 visa category is reserved for individuals of “extraordinary ability” in the sciences, arts, or education. Augusta University will usually file O-1 visa petitions only for faculty and research scholars.

WARNING: This visa requires considerable effort on the part of the applicant/employee. This process cannot be taken lightly. It takes a typical applicant 1-2 months to gather the information required to meet the criteria. This is not an appropriate visa for postdoctoral fellows or others who are still junior in their field of study. Deciding whether an applicant/employee qualifies for the O visa is often difficult. **When you submit this form, please schedule an appointment with the Director of IPSO by calling 1-0670.**

Characteristics of the O Visa:

- O-1 status may be valid for an initial period of three years and may be extended indefinitely in one-year increments.
- Dependents of the O-1 status holder are classified in O-3 status and are not eligible for employment.
- J-1 visa holders may be able to obtain O-1 status even if they are subject to the two-year home residency requirement. The requirement is not waived but postponed for the time the individual holds O-1 status.
- The employer is obligated to pay the cost of return fare home if the O-1 employee is terminated before the end of the authorized period of stay.

O Visa Eligibility Requirements:

An O-1 visa petition must demonstrate the applicant’s “ability” through the eligibility requirements described below. To qualify as an individual of extraordinary ability there must be evidence of the applicant’s having received a major internationally recognized award (Nobel Prize) or at least three of the following:

- Receipt of lesser nationally or internationally recognized prizes or awards for excellence in the field
- Membership in associations in the field that require outstanding achievements of their members, as judged by recognized experts in the field
- Evidence of authorship of scholarly articles in the field, in professional journals or other major media
- Published material in professional or major trade publications or major media about applicant’s work
- Evidence of participation on a panel, or individually, as the judge of the work of others in the field
- Evidence in the form of letters and affidavits from prominent colleagues who can confirm the applicant’s original scientific or scholarly contributions of major significance to the field
- Evidence of employment in a critical or essential capacity for organizations and establishments that have a distinguished reputation
- Evidence of commanding a high salary or other compensation for services (This category does not usually apply to academic positions)

Consultative Opinion – An opinion must be obtained from an appropriate peer group, labor organization, or management organization in the area of the applicant’s ability. If no such organization exists, a letter stating this must be submitted.

Please attach a copy of the prospective employee’s C.V.

Senior Hiring Unit Administrator Initial _____



AUGUSTA UNIVERSITY
International &
Postdoctoral Services

Mailing address:
1120 15th Street, AA-2013
Augusta, Georgia, 30912
t. (706) 721-0670 f. (706) 721-9304
Email: ipso@augusta.edu
www.augusta.edu/diversity/ipso

Name of applicant: _____
Family First Middle

Requested start date for O-1 Status: _____ Requested end date: _____
(Minimum of four months from today's date) (Maximum total of 3 years)

I. Employment Information

College : _____ Job Title: _____

Detailed Description of Duties: _____

General (layman's) Description of Duties (6 words or less): _____

Minimum requirements for the position (should match HR requirements): _____

Summary of how this individual meets the criteria as a person of extraordinary ability in the sciences: _____

Has this position already been classified? Yes No Position Number: _____

Immediate Supervisor's Name: _____ email: _____ phone: _____

College Administrative Contact Name: _____ phone: _____

Hours per week: _____ Annual Salary: _____ Eligible for Augusta University benefits? yes no

Location where applicant will be working (include room number): _____

of employees position will supervise: _____ Does position require state license or other certification (medical, dental, etc.)?: yes no

II. Applicant Biographical Information

Phone: _____ Email: _____ Fax: _____

Male Female Home Country _____ Currently in U.S.: yes no

Current Employer: _____ Current Visa type: _____ Current Status Expiration Date: _____

ECFMG J-1 status? yes no Subject to 212(e)? yes no

This application is for: initial Augusta University O-1 petition or extend previous Augusta University petition

Highest Degree Received: _____ Primary Field of study: _____

Degree Granting Institution: _____

Signature of Dean / College financial administrator

Name

Date



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The College will comply with the following regulations during the O-1 application process and during the employment of the above-named foreign national under the terms of O-1 status.

PLEASE ACKNOWLEDGE YOUR UNDERSTANDING OF THE FOLLOWING EMPLOYER OBLIGATIONS OF THE O-1 PROGRAM BY CHECKING THE BOXES AFTER READING AND INITIALLING BELOW

Applicant's return airfare to home country will be paid if he/she is dismissed prior to the end date of O-1 sponsorship.

International travel by the applicant during the application period may result in abandonment of the O-1 petition

The College is responsible for notifying IPSO immediately of any substantial changes in the O-1 status holder's employment (terms of employment, place of employment, transfer to another university college/department, significant changes in duties, salary changes, termination, resignation, etc.). **Federal regulations require that USCIS be notified prior to any changes in employment taking place.**

The College is responsible for the payment of all fees associated with the O-1 petition.

Senior College administrator initial _____



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**DEEMED EXPORT CONTROLS STATEMENT
(To be completed by Principal Investigator)**

Research duties:

Will the O-1 holder be involved in any research projects? If No, please disregard the remainder of this section. If yes and the research will be sponsored, in whole or in part, by either the institution or an external sponsor including the federal government, please describe in detail the research that will be performed. Yes No

Will the research results be taught, published or otherwise shared with the interested public? Yes No
Please note that USCIS now requires employers filing Form I-129 for H, L, and O visa status on behalf of foreign nationals to certify that they have (1) reviewed the Export Administration Regulations (EAR) and the International Traffic in Arms Regulations (ITAR), and (2) have made a determination as to whether or not an export control license is required to release any controlled technology or technical data to the foreign national. If an export license is required to be obtained before such release, the employer must attest that the worker will not be exposed to covered technologies without first obtaining an export license covering the foreign worker.

As the Supervisor/PI, we need your expertise to determine whether these issues apply to the work which the O-1 applicant will perform. If you have questions about these regulations or you answer “yes” to any of the following questions, please contact the Augusta University Legal Office at 1-4018 for further discussion/clarification.

Will the O-1 applicant be provided access to any third party-owned technical data or technology that is considered proprietary or confidential to the third party-owner? (This includes U.S. government furnished technical data with dissemination controls or other restrictive markings, as well as ITAR-controlled software).
Yes No

Will the O-1 applicant be provided access to equipment specifically designed or developed for military or space applications? Yes No

FILING FEES (Checks made payable to the Department of Homeland Security)

O-1 Filing Fee (paid by Department)	\$460.00
Premium Processing Fee (optional, but must be paid by Department) (reduces USCIS processing time to three weeks)	\$2965.00

Signature of Dean / College financial administrator	Name	Date
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Principal Investigator/Immediate Supervisor Signature	Name	Date
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