

| International Appointments – Additional Requirements | | | | | | | | | | | | |
|--|-------------|-------------|-----------------------------------|----------|----------|---|---------------------------------------|---|----------|----------------------------|--|---------------------------------------|
| <div>OPS, Salaried, Faculty, & Courtesy</div> <div>For new hires and rehires; Refer to applicable job class matrix page for hiring requirements in addition to this section.</div> | | | | | | | | | | | | |
| Type of Hire | F-1 Student | J-1 Student | J-1 Researcher/Scholar/Specialist | J-2 | H-1B | Type of Hire | F-1 OPT (Optional Practical Training) | F-1 CPT (Curricular Practical Training) | O-1 | TN | Resident Alien | Courtesy Appointment (all visa types) |
| Onboarding Invitation Type | Original | Original | Original | Original | Original | Onboarding Invitation Type | Original | Original | Original | Original | Original | Courtesy |
| Social Security Card/Receipt | Yes | Yes | Yes | Yes | Yes | Social Security Card/Receipt | Yes | Yes | Yes | Yes | Yes | Temporary ID |
| Foreign Passport | Yes | Yes | Yes | Yes | Yes | Foreign Passport | Yes | Yes | Yes | Yes | N/A | May be required for RAMP |
| Immigration Documents | I-20 | DS-2019 | DS-2019 | N/A | I-797 | Immigration Documents | I-20 | I-20 | I-797 | Stamp in Passport, or I-94 | If Restricted Social Security Card is submitted, Permanent Resident Alien Card is required | May be required for RAMP |
| I-94 | Yes | Yes | Yes | Yes | Yes | I-94 | Yes | Yes | Yes | Yes | N/A | May be required for RAMP |
| Employment Authorization Document (EAD) | N/A | N/A | N/A | Yes | N/A | Employment Authorization Document (EAD) | Yes | If Applicable | N/A | N/A | N/A | N/A |
| Hour Restrictions | Yes* | Yes* | N/A | N/A | N/A | Hour Restrictions | N/A | N/A | N/A | N/A | N/A | .01 |
| Work Authorization from CGE or Sponsor | N/A | Yes | N/A | N/A | I-129 | Work Authorization from CGE or Sponsor | N/A | N/A | I-129 | N/A | N/A | N/A |

Additional Notes:

- *F-1 and J-1 Students can work up to 40 hours during summer and winter breaks
- For all NRA hires, the departments should review the RAMP requirements to see if their department needs to submit RAMP for that specific NRA hire prior to submitting the supplemental documents
 - If a Restricted Social Security Card is submitted, a Permanent Resident Alien Card is required
 - For all Courtesy hires, Photo Identification and Foreign Talent Recruitment Program (FTRP) form are required
 - Applicable Offer Letter, or OPS Exempt Request Form required for all Salaried, Graduate Assistant and OPS Exempt appointments
 - If required, Salary Appointment/Explanation Form should be uploaded to the job offer upon submission
 - Documentation must be submitted in the Onboarding portal > My Tasks > Supplemental Documents (Admin) page by the payroll deadline for timely processing