

## International Appointments – Additional Requirements

### OPS, Salaried, Faculty, & Courtesy

For new hires and rehires; Refer to applicable job class matrix page for hiring requirements in addition to this section.

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