


Title: Graduate Medical Education - Payment of Fees Associated With H-1B Visa - Policy

	Document Owner: Stacie Connot	Last Approved Date: 02/12/2021
	Content Expert: Christi McCoy Ref#4917	

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I. Policy Statement

- A. The purpose of this policy is to set forth the process and legal requirements for accepting a resident with an H-1B visa.
- B. This policy is important because some residents are accepted as trainees subject to the requirements and legalities of the H-1B visa.

II. Definitions

Not Applicable

III. Process/Content

- A. As part of the H-1B visa petition, the employer, if serving as the sponsor of the H-1B visa, is responsible for the Immigration and Naturalization Service (INS) filing fees, costs, and legal fees incurred for the petition of the H-1B visa.
- B. Programs must contact the Office of Graduate Medical Education (GME) to begin the process.
- C. The following fees will be equally shared between GME and the program accepting a resident requesting an H-1B visa. These costs will apply to new petitions in addition to annual renewals.
 - 1. Application/Filing Fee
 - 2. All legal fees associated with processing the H-1B visa petition.
- D. The program coordinator will work directly with the GME Visa expert who will initially pay all costs. Documentation of payments made will be sent to the residency coordinator and a journal entry will be processed to reimburse GME for half the total costs incurred.
- E. The following fees are the full responsibility of the department:
 - 1. Fees to expedite the H-1B Visa.
 - 2. A one-time anti-fraud/homeland security fee of \$500.00.

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F. Copy charges incurred will be charged to the training program. These costs will apply to new petitions in addition to new renewals. Programs may choose to reimburse GME in one of the following ways:

1. By providing a MoCode to allow GME to process a journal entry. Copies will be charged at the rate of 0.20¢ per page.
2. Allow access to the program copy machine for copies to be made.
3. Supply GME with copy paper.

IV. Attachments

Not Applicable

V. References, Regulatory References, Related Documents, or Links

Not Applicable