


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

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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

Resident - Resident means an intern, resident, or fellow who is formally accepted, enrolled, and participating in an approved MUHC medical training program. (based on CMS Guidelines for Teaching Physicians, Interns, and Residents and ACGME Glossary of Terms)

III. Process/Content

- A. Programs must contact the Office of Graduate Medical Education (GME) to begin the process.
- B. 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. These include the Immigration and Naturalization Service (INS) filing fees, costs, and legal fees incurred for the petition of the H-1B visa.
- 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.
 - 3. A one-time anti-fraud/homeland security fee of \$500.00.

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D. The following fees are the full responsibility of the department:

1. Fees to expedite the H-1B Visa.

IV. Attachments

Not Applicable

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

Not Applicable