

Requests submitted to International Student and Scholar Services for scholar immigration support services incur an administrative processing fee. Submit this form with each J-1, H-1B or TN scholar request, including cases involving initial, extension or transfer processing. Please provide MO-codes for billing purposes.

---

## FEE SCHEDULE

☐ J-1 scholar on campus (3–5-day processing): \$200

☐ H-1B scholar (8-week processing): \$1,000

☐ J-1 scholar on campus (1–2-day processing): \$400

☐ H-1B scholar (3–4-week processing): \$1,600\*

☐ J-1 scholar off campus (3–5-day processing): \$500

☐ TN petition: \$800

☐ J-1 student intern: \$600

☐ J-1 student intern additional site of activity: \$300

\*Subject to availability

---

## SCHOLAR INFORMATION

Last/family name: \_\_\_\_\_ First/given name: \_\_\_\_\_

Request type: ☐ J-1 ☐ H-1B ☐ TN

Amount: \$ \_\_\_\_\_

---

## PAYMENT INFORMATION

MO-code: \_\_\_\_\_ PS account: \_\_\_\_\_

---

## DEPARTMENT INFORMATION

Department: \_\_\_\_\_

Administrative contact name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Authorized fiscal signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized fiscal signer's name: \_\_\_\_\_

Authorized fiscal signer's title: \_\_\_\_\_

Note: Please provide an **original signature** from an **authorized fiscal signer** for the specified MO-code.