

FREQUENTLY ASKED QUESTIONS

What is the difference between an F-1 and J-1 Status?

Both are temporary nonimmigrant statuses. F-1 is for degree seeking students studying in US academic programs and J-1 is for short-term exchange visitors.

What do employers need to do to hire an F-1 status student for an internship?

The student is required to obtain the necessary work authorization. The employer simply needs to provide an offer letter and complete a brief Internship Memorandum of Understanding. The employer also needs to complete an I-9 for tax purposes, which is not unique for international students.

How long does an F-1 status work permission last for OPT?

The majority of F-1 status students are permitted to work for one year, but STEM (science, technology, engineering, mathematics) F-1 status students may work after graduation for as long as 27 months with authorization from USCIS.

Does it cost a lot of money and involve a lot of paperwork to hire an international student?

No. When hiring F-1 status students who have CPT or OPT, the employer only has to use time and energy to interview and select the best candidate for the job. The UNL International Student and Scholar Office (ISSO) works directly with the student to handle the paperwork involved in securing work authorization.

What about taxes?

F-1 status students earning income under CPT and OPT are subject to applicable, federal/state/local income taxes, unless exempted by tax treaty. For more information, please refer to The IRS' Tax Guide for Nonresident Aliens on the IRS website.

Do students need a green card (permanent US residency)?

No, a green card or immigrant visa classification, only represents permanent U.S. residency status. Work authorization is issued independently from any type of residency status. Federal regulations allow the employment of international students on F-1 statuses within certain restrictions.

Are international students eligible for long-term US employment?

After a student's OPT or CPT, a different type of work visa is required. The common temporary working visa, the H-1B, can be obtained initially for three years and extended once for a combined total of six years. The H-1B is only one option. Your company can file for a H-1B petition for a student already working under OPT or CPT, allowing the student to apply for a change of status from F-1 to H-1B or to another category.

What is involved in applying for H-1B status?

A Labor Condition Application (LCA) is submitted online with the US Department of Labor. Upon receipt of the certified LCA, the employer must then file the Form I-129, Petition for Nonimmigrant Worker. Upon approval, the employee may apply for an H-1B at a US Consulate, or be granted a change of status if in the US.

What if we decide we want to employ an international student permanently?

At any time during the employment relationship, a company can apply for a Labor Certification Application for the employee. This requires efforts to prove to the Department of Labor that the international student employee is not taking the job away from a qualified, interested and available U.S. worker. If the process has started early enough, an employee who is in H-1B status can extend that status beyond six years and until the employee becomes a permanent resident.



COLLEGE OF
BUSINESS ADMINISTRATION



UNL - College of Business



@unlcb and
@DeanPlowmanCBA



UNL College of
Business Administration



go.unl.edu/cbavideo



unlcb

Career Services at CBA
1240 R Street
P.O. Box 880405
Lincoln, NE 68588-0405
402-472-7272
cba.unl.edu/careerservices

UNL does not discriminate based upon any protected status. Please see go.unl.edu/nondiscrimination.
© 2015. The Board of Regents of the University of Nebraska. All rights reserved.

Employer Guide to Hiring International Students

Career Services at CBA
University of Nebraska–Lincoln

Start Something.

Start your story. Start your career. It all **starts** here.



The University of Nebraska-Lincoln College of Business Administration (CBA) has over 500 international students. Career Services at CBA knows hiring international students can generate many questions from hiring managers and HR departments. This guide seeks to eliminate many of those concerns.

CBA takes pride in recruiting students globally to represent a variety of countries, cultures and ethnicities. Our international students offer employers language skills, unique global viewpoints and cross-cultural awareness of world markets.

THE FACTS

CBA international students (CBA-IS) generally seek out full-time internships during the summers, as well as part-time opportunities during the school year.

CBA-IS then often pursue full-time career opportunities in the U.S. post graduation.

THE DETAILS

UNL CBA-IS usually hold an F-1 Status.

- **F-1 Status**
Students with an F-1 status are in the U.S. for academic programs. Most students you work with will hold F-1 status. These students are allowed to work part-time during the school year and full-time during school breaks and after graduation with certain work authorization.

Other visa statuses exist and often have very similar rules and regulations. If you encounter a student who does not have an F-1 status, call Career Services at CBA to learn more information.

UNL CBA-IS must work with certain authorizations. It is the responsibility of the student to understand and follow the guidelines set forth. The most common programs are Curricular Practical Training and Optional Practical Training.

For more information:

International Student and Scholar Office
Seaton Hall, Suite 201
PO Box 880639
Lincoln, NE 68588-0639
402-472-0324 | isso.unl.edu

INTERNSHIP Curricular Practical Training (CPT)

Upon completing one academic year (i.e., two full semesters) at UNL, international students with an F-1 immigration classification are legally allowed to seek full-time (more than 20 hours per week) or part-time (20 hours or less per week) internship opportunities as part of their Curricular Practical Training (CPT). A prospective employer is only required to provide an offer letter to the student specifying the detailed terms of employment and complete a brief Internship Memorandum of Understanding from UNL Career Services. It is the student's responsibility to have the CPT authorized by the university, a process that typically takes a minimum of two weeks. This comes at no cost to the employer.

FULL-TIME EMPLOYMENT Optional Practical Training (OPT)

Upon graduation, international students are legally permitted to pursue up to 12 months* of full-time employment in their field of education as part of their Optional Practical Training (OPT). Students typically contact the U.S. Citizenship and Immigration Services (USCIS) to apply for their Employment Authorization Document (EAD) during the semester before graduation or shortly thereafter. Once again, a prospective employer bears no cost or responsibility but to treat international students just as the employer would domestic students when hiring decisions are made.

Hiring international students to work in the U.S. is not as challenging as some employers may think.



	INTERNSHIPS CPT for F-1 Status	FULL-TIME EMPLOYMENT OPT with F-1 Status	FULL-TIME EMPLOYMENT Company-sponsored H1-B Status
Time Allotment/ Duration	After completing two semesters/one full academic year and before graduation, students can have internships part or full time.	After completing two semesters/one full academic year and after completion of program, students can work up to 12 months* of full-time 20 hours or more.	Valid for three years, can be extended for an additional three years.
Student Requirements	Begin Curricular Practical Training (CPT) application process 2-3 weeks before internship (or upon receiving an internship offer).	Begin Optional Practical Training (OPT) application 3 months prior to anticipated start date.	Students are not eligible to sponsor or apply on their own. Must work with employer to provide documents required for visa sponsorship.
Employer Requirements	None except providing an offer letter and completing a brief Internship Memorandum of Understanding.	None.	Must follow easy steps** toward H1-B visa sponsorship.
Cost to employer	None.	None.	Varies. Between \$1,000-\$5,000 not including attorney fees.

* If the student received their degree in a STEM field, they may be eligible to apply for an OPT extension. Review the list of eligible STEM fields (<http://www.ice.gov/>) and have the student complete the OPT-STEM packet.

** Visit U.S. Citizenship and Immigration Services (USCIS)