Fees and Services

Below you will find the IFS fee chart, which delineates the fees and outlines services both inclusive and exclusive of the stated fees.

<table>
<thead>
<tr>
<th>TN Petition Request Type</th>
<th>IFS Fees</th>
<th>Associated USCIS Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consular/Port of Entry/Pre-Flight Inspection Facility Processing</td>
<td>$500</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>USCIS Processing</th>
<th>Premium Processing (optional)</th>
<th>TN/I-129 Form Fee</th>
<th>Premium Processing (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,000</td>
<td>$350</td>
<td>$460</td>
<td>$1440</td>
</tr>
</tbody>
</table>

Frequently Asked Questions

Q: **How can we shorten the processing time?**

Payment of the IFS and USCIS premium processing fees will ensure adjudication by USCIS within 15 calendar days of submission (option available with USCIS Processing only).

Q: **Who pays the fees?**

- IFS fees for a TN petition may be paid by either the sponsoring department or the employee.
- USCIS TN/I-129 Form Fee may be paid by the sponsoring department or the employee.
- Premium processing fees may be paid by the sponsoring department or the employee.

Q: **How are IFS fees paid?**

- Fees paid to IFS by departments may be paid through UA Financials using Internal Billing (IB).
- Account number: **2389007**
- Object Code: Expense (department account) = 4290 (Miscellaneous Services - Other Internal: Charges for all other services, which are not specifically addressed in the preceding list of object codes.)
- Object Code: Income (IFS accounting) = 0936 and 0940 (Miscellaneous Income,) Use 0936 (Miscellaneous Income – Internal) when revenues are being received for sales to other university departments on an Interdepartmental Billing (IB) document. Use 0940 (Miscellaneous Income – Other) when income is received from an external source.

(continued on following page)
Q: **How are USCIS fees paid?**

- Fees paid to USCIS may be paid with a personal check or University check.
- Checks must be made payable to “U.S. Department of Homeland Security.”
- The address of the appropriate Service Center must appear on the checks, and will vary based on the services requested. **Please contact the assigned Immigration Advisor for the appropriate address before requesting the checks.**
- USCIS fees must remain separate, and should **not** be combined into a single check.
- Checks should be submitted to IFS, and **not** sent to USCIS directly.
- If you would like for IFS to pick up the checks from FSO, indicate “To be picked up by (advisor name)” in the special processing instructions of the check request.

Q: **How are TN Dependent (TD) fees paid?**

Dependents must complete Form I-539 to request TD dependent status. The I-539 Form Fee is $370 and is paid by the employee. The spouse and each co-applicant must also pay an additional $85 biometric services fee. Form I-539 must only include information about immediate family members (spouse and children) who are inside the United States at the time of filing. Instructions and Form I-539 may be downloaded from USCIS: [https://www.uscis.gov/i-539](https://www.uscis.gov/i-539)