

INTERNATIONAL FACULTY & SCHOLARS

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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.

PR Petition Request Type	IFS Fees		Associated USCIS Fees	
Outstanding Professor or Researcher; Alien w/Extraordinary Ability	\$4000	Premium Processing (optional) \$350	I-140 Form Fee \$700	Premium Processing (optional) \$2500
Optional Recruitment Labor Certification	\$4000	Premium Processing (optional) \$350	I-140 Form Fee \$700	Premium Processing (optional) \$2500

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.
- Q: Who pays the fees?**
- IFS fees and USCIS fees for a Permanent Residency application based on a labor certification must be paid by the sponsoring department.
 - IFS fees and USCIS fees for a Permanent Residency application not based on a labor certification may be paid by the sponsoring department or the beneficiary.
 - Premium processing fees may be paid by the individual in certain circumstances.
- 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 (Miscellaneous Income – Internal).
 - In the event that your department gets reimbursed by the scholar for any allowable IFS processing fees your department should **not** reverse the original IB document and should **not** recognize the external revenue in account 2389007. If your department gets reimbursed by the scholar, your department should recognize the reimbursement as external miscellaneous revenue (0940) in your own departmental account.

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

- Fees paid to USCIS may be paid with a personal check or University check (via DV).
- 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: **What accounts can be used to pay the fees?**

- Please be aware that **federal** and **subfederal grants and contracts** may not be used to pay for internal processing fees assessed by the University of Arizona’s International Faculty & Scholars Office for immigration services.
- Subject to the federal allowability rules, external processing fees paid to the United States Citizenship and Immigration Services (USCIS) for sponsoring non-immigrant status such as H-1B or J-1 may be allowable on grants and contracts.
- Fees for sponsoring immigrant status (permanent residency) may never be paid by grants and contracts. Service fees assessed by International Faculty & Scholars Office or external attorneys may be paid from a nonfederal source of fund (i.e. departmental, state, or local accounts.)