

**The University of Chicago
Division of the Biological Sciences
Pritzker School of Medicine
Office of Academic Affairs**

TO: Academic Affairs Administrators

FROM: Paul V. Anderson, Director
Office of Academic Affairs

RE: New H1-B Processing Request Form

DATE: 1 November 2010

This is an important update from our colleagues in the Office of International Affairs (OIA).

The H-1B Processing Request Form has been updated to reflect the new fees, detailed below:

Type of Request	Current Fee	New Fee
New Employment H-1B request	\$820	\$825
Extension H-1B request	\$320	\$325
Premium Processing	\$1,000	\$1,225
Application to Extend/Change Nonimmigrant Status for H-4 (this fee is generally paid by the beneficiary, not the department)	\$300	\$290

You can access the new form at:

https://internationalaffairs.uchicago.edu/forms/h-1b_processing_request.pdf.

Please discard any copies of the old processing request form you have and start using the new form. If you have any requests that are currently being processed or are on their way to OIA, there is no need to recreate and update them. However, please do note that the new fees will apply, so an updated Form 62 may be required.

Note that departments are responsible for sending the originals of Form 62 to the OIA; a copy *only* of the Form 62 should be sent to the BSD Office of Academic Affairs.