Help Sheet: Visas and Green Cards

Our goal in hiring faculty is to attract the best scholars, without regard to their citizenship status. After a person has been hired, if an issue involving a visa or a green card is brought forward, it is best to contact HR as soon as possible. Also let the Dean's office know. The person currently in charge of immigration issues in HR is Shelly Hiniker (shelley.hiniker@umontana.edu; 243-6634)

The model for support of visa applications by those about to join, or already on the faculty are the simplest. UM picks up all of the costs. By UM is meant the hiring department and/or the College.

The model for supporting Green Card applications was originally approved by President Dennison and it is still in place. Faculty are expected to pay 25 percent of the cost for a card themselves. The University treats anything it pays as an interest-free loan which is forgiven over a 3-year period from when the Green Card is issued. The employee would repay UM on a prorated basis if they were to leave before the 3 years are up. So UM would be responsible for 75% of the total costs.

UM conditions the University's willingness to participate on the willingness and ability of the hiring unit to absorb the cost. Once again, this means the department making or having made the hire and/or the College.

(The immigration firm in Seattle that UM typically uses charges a flat fee plus costs for this work and does not bill hourly. However, the cost is going up because most of our faculty have an opportunity to qualify more quickly for Green Cards at a somewhat higher processing fee.)