Office of International Students and Scholars (OISS)
42 W. Warren, Welcome Center Suite 416, Detroit, MI 48202
(313) 577-3422; Fax (313) 577-2962

REQUEST FOR IMMIGRATION STATUS REVIEW (RISR) for Prospective Foreign National Employee

Information provided below will assist OISS staff in determining the most appropriate immigration status for a prospective foreign national employee. The WSU employing department must complete the form in detail and return to OISS by fax or delivery.

PROSPECTIVE FOREIGN NATIONAL EMPLOYEE INFORMATION

Family Name _____ Given Name _____

Country of Citizenship _____ Country of Legal Permanent Residence _____

If already in the United States:

Current nonimmigrant status: _____ (be specific, i.e., F-1 Practical Training, J-1 Research Scholar)

Expiration Date: ____/____/____ Check if the individual is a current WSU: ☐ Student ☐ Faculty ☐ Staff

Previous dates in the U.S. and the immigration status' held: _____

_____

POSITION INFORMATION

Title _____ Employing Department _____

Description of Duties (attach additional sheet if necessary) _____

_____

The position is: ☐ Temporary ☐ Permanent
☐ Non-Tenure Track ☐ Tenure Track

Dates of Proposed Employment: From ____/____/____ to ____/____/____

Annual Salary _____ Funding Source _____

DEPARTMENT CONTACT INFORMATION

Department Contact: _____ Phone: _____ Fax: _____

Campus Address: _____ E-Mail: _____

NOTE: OISS will send the Immigration Status Review to department contact via fax unless noted _____

Form Completed by Print Name: _____ Title: _____

Signature: _____ Date: _____