For Departments



Immigration Sponsorship Policy

Students, Faculty, and Researchers

Yale's immigration sponsorship policy supports the University's mission to admit and matriculate talented students regardless of citizenship or immigration status, and to recruit and retain a world-class faculty and research community. The Office of International Students and Scholars (OISS) oversees nonimmigrant visa sponsorship for ***eligible*** students and academic appointments defined by the Yale Faculty Handbook [1], provided they are full-time and based on campus, as well as permanent residence sponsorship for tenure-track and tenured faculty.

OISS represents Yale in administering the F-1 Student and J-1 Exchange Visitor visa programs, as well as the Student and Exchange Visitor Information System (SEVIS), ensuring compliance with all federal reporting requirements of the U.S. Departments of Homeland Security and State.

OISS staff have the authority and responsibility to submit all employment-based immigration petitions sponsored by Yale University to the U.S. Citizenship and Immigration Services and the Department of Labor. OISS is the sole entity authorized to sign immigration petitions and applications on behalf of the University.

The engagement of outside counsel for Yale-sponsored immigration matters requires prior review and approval by OISS.

M&P and C&T Positions

Yale's immigration sponsorship policy supports the University's mission to admit talented students regardless of citizenship or immigration status and to recruit and retain world-class faculty and researchers. Accordingly, Yale's visa sponsorship is primarily reserved for academic appointments. Staff positions, which are not academic appointments, are generally not eligible for visa sponsorship.

Support for nonimmigrant visa petitions for M&P positions will be considered only in rare, exceptional circumstances—typically for the most senior-level roles—when a position has remained unfilled for an extended period despite sustained, good-faith recruitment efforts and an insufficient pool of qualified applicants who meet the posted requirements. Any consideration is contingent on completion of a formal search and selection process and full compliance with the regulatory requirements of the relevant visa category. For eligible staff positions, the primary visa categories are H-1B, E-3, and TN. J-1 and O-1 visas are reserved exclusively for academic appointees.

After OISS confirms eligibility for the applicable visa category, the sponsorship request must be reviewed and approved by the University's exception committee, which includes representatives from OISS, Human Resources (HR), and the Office of General Counsel (OGC). The hiring unit must document the recruitment challenges and explain how hiring the proposed candidate advances the University's mission. **Visa sponsorship will not be considered unless the hiring unit completes the required pre-hire eligibility review and exception-committee approval process before extending an offer; any approved sponsorship must be explicitly stated as a condition in the offer letter.**

Accordingly, current Yale employees who indicated in their original job application that they would not require future visa sponsorship will generally not be eligible for post-hire review of subsequent sponsorship requests.

In addition, for sponsorship consideration, positions requiring sponsorship must be **full-time (100% FTE) and performed entirely on campus or at Yale-affiliated business locations within Connecticut.** Remote work outside Connecticut is permitted only when substantial business needs require duties that cannot be fulfilled on campus, and such arrangements must receive prior approval from OISS; personal reasons do not qualify. All worksites must be listed in the approved visa documentation before the employee may begin working at those sites. Fully remote positions are not permitted under Yale's visa sponsorship policy.

Regardless of position grade or classification, staff positions are not eligible for Yale's employment-based permanent residence sponsorship, even if the position has been approved for nonimmigrant visa sponsorship.

Individuals in C&T, casual, or lower-grade M&P positions are not eligible for Yale nonimmigrant visa sponsorship or employment-based permanent residence sponsorship. However, they may be considered for employment if they independently possess valid work authorization, provided that the employment terms comply with the applicable requirements and limitations of that authorization and that the employment period does not extend beyond the authorization's validity period.

Working Together: Roles & Responsibilities

OISS

Navigating U.S. immigration regulations is complicated, subject to delays and changes, and requires the full attention and participation of the hiring department, the scholar and OISS. At the outset, working with the department and the scholar, OISS will review the many factors and determine the most appropriate status for each individual.

OISS works with departments and scholar to identify the most appropriate visa and then works with both parties to acquire the status, as well as any extensions, including the preparation of any employer-based petitions to USCIS and DOL. In addition, OISS, will collect all relevant data necessary to meet all federal reporting requirements for both non-immigrant and permanent resident statuses.

OISS also provides training and updated information on employment-based related topics to host departments.

Host Department

The faculty host and department administrator play a key role in the process of acquiring the correct visa status for a new scholar, as well as ensuring the scholar maintains a status that permits Yale employment and/or affiliation throughout the appointment period. Specifically, the department will:

- Ensure that all institutional protocols for hiring and appointment are followed, including ensuring the scholar has received information about the terms of appointment.
- Determine if immigration sponsorship is required and work with OISS as soon as the appointment is

confirmed to identify more appropriate visa status.
- Initiate the process creating a MyOISS record and provide all required information and documentation until the visa document is prepared and the individual has arrived.
- Monitor arrival dates and inform OISS of any delays and no-shows.
- Assist with onboarding and ensure the new arrival completes the OISS online check-in.
- Report to OISS any change in the Yale appointment (e.g. title, funding, location and duties).
- Initiate well in advance any extension of the original appointment.
- Notify OISS if scholar leaves before the expiration date on the current visa document.

Quarterly Newsletter for Departments

Sign up for the OISS Department Newsletter to receive a quarterly informational digest for our department partners with recent news, events, and reminders related to hosting international faculty, researchers, and employees. Find it on the Yale Email Subscriptions page [2] - it's listed as 'OISS Department Newsletter'.

Hub Page View:



Visa Options for International Faculty and Researchers

Visa categories most often used by Yale international scholars. There is also a very brief explanation about the category and an indication of how the category is used for Yale appointments.

[3]



About MyOISS

MyOISS is the new immigration case management system at Yale. MyOISS serves as a centralized platform for departments and international students and scholars to handle a variety of tasks related to immigration.

[4]



Inviting a Scholar

Before making a request for visa sponsorship, the host department needs to secure an academic appointment through either the Office of Postdoctoral Affairs, the Faculty of Arts and Sciences Dean's Office or the Yale Medical School Office of Faculty Affairs.

[5]



Hiring International Students

Hiring current and former Yale students, as well as students from other universities and students on STEM OPT.

[6]

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Links
[1] https://provost.yale.edu/faculty-handbook [2] https://subscribe.yale.edu/browse?area=a0df40000006XkaAAE [3] https://oiss.yale.edu/for-departments/visa-options-for-international-faculty-and-researchers [4] https://oiss.yale.edu/for-departments/about-myoiss [5] https://oiss.yale.edu/for-departments/inviting-a-scholar [6] https://oiss.yale.edu/for-departments/hiring-international-students