



## New Non-immigrant Hire Questionnaire

Please print or type required information and return to the Office for International Services. This form should be completed for all full-time instructional staff. If you need additional space, please attach a separate sheet of paper.

1. Name of employee

Surname or family name	Given or first name	Middle name
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3. Gender  Male  Female

2. Email address: \_\_\_\_\_ Phone number: \_\_\_\_\_

4. Fordham department/school where you will be employed and your position:  
\_\_\_\_\_

5. Date and place of birth \_\_\_\_\_  
Month/day/year City State or province Country

6. Country of citizenship \_\_\_\_\_ Country of legal permanent residence \_\_\_\_\_

8. Are you currently in the U.S.? \_\_\_ YES \_\_\_ NO

9. Please list your all visits to the U.S. within the past ten years, including your current visit (if applicable). If not applicable, please write "n/a."

Visa Type	From	To

9a. If you are an F-1 on OPT, when does your OPT end? \_\_\_\_\_

10. If you indicated that you are/were in J status, please complete the following:

- a) indicate the J category (e.g. student, research scholar, professor): \_\_\_\_\_
- b) Were/Are you subject to the two-year home residency requirement? Yes No
- c) If yes, have you fulfilled the two-year home residency requirement? Yes No
- d) Have you applied for or been granted a waiver of the J-1 two-year home residence requirement?  Yes  No

11. Do you have a spouse and/or dependents who will need to be included in any paperwork?  Yes  No

Please send the completed form to the Office for International Services at:  
441 E. Fordham Road, Bldg 540, Bronx, NY 10458, Email: [oisjscholar@fordham.edu](mailto:oisjscholar@fordham.edu), or Fax: 718-817-5573