

The University of Texas at San Antonio

UTSA International Services

Unit of Global Initiatives

If you are a UTSA department that would like to request to hire an O/P-visa worker you must read this handout and complete the included paperwork.

Note: If O/P-visa employee has ever been on or currently is on a J-1 visa and subject to the two-year rule, the employee must consult with International Scholar Services for further instructions.

Note: It can take several months to complete this process, as information must be accepted and processed by U.S. Citizenship and Immigration Services. Please plan accordingly.

Note: DO NOT STAPLE THE DOCUMENTS. Please use a binder clamp or paperclip so that the documents can be copied easily.

Scholar - O/P Visa Petition Worksheet for Hiring Department