



University at Buffalo
The State University of New York

Office of International Education
Immigration Services

SPECIAL HANDLING CERTIFICATION AND FEE AGREEMENT

(Please Complete and Submit to Immigration Services, 1Capen)

**The service fee for Special Handling will be billed in four phases.
Departments MUST pay for Phases 1 - Phase 3, Phase 4 paid by either Department or Beneficiary.**

PHASE 3:

► DEPARTMENTAL CERTIFICATION:

I HEREBY CERTIFY THAT I SUPPORT THE FILING OF A SPECIAL HANDLING IMMIGRANT PETITION BY UB IMMIGRATION SERVICES ON BEHALF OF THE INTERNATIONAL EMPLOYEE NAMED BELOW.

THE DEPARTMENT WILL PAY THE OFFICE OF INTERNATIONAL EDUCATION SERVICE FEE FOR THE I-140* PETITION OF \$1,510. I ALSO UNDERSTAND THAT IF USCIS SHOULD ISSUE A REQUEST FOR FURTHER EVIDENCE (RFE) AN ADDITIONAL FEE OF \$135 PER HOUR WILL BE APPLIED.

International Employee: _____

Department: _____

Departmental Address: _____

Department Phone number: _____

Chair's name: _____

Chair's Signature: _____ Date _____

*I-140 forms may be Premium Processed by USCIS, see I-907 Request on page 2.



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REQUEST FOR (I-907) PREMIUM PROCESSING US Citizen and Immigration Services FEE

(Please Complete and Submit to Immigration Services, 1Capen)

MUST BE SUBMITTED WITH I-140 APPLICATION

International Employee: _____

Department: _____

Email: _____

The USCIS fee for the (I-907) PREMIUM PROCESSING for the principle beneficiary is:
\$2,805.00

A physical, signed Check Made Payable to:

"US Department of Homeland Security"

is **ATTACHED** and the above USCIS fee was issued by:

OR

Departmental ONLY: Requisition issued by Procurement

Department	Beneficiary	Other
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Name of Payer: _____

Address: _____

Phone: _____

Email: _____

Financial Institute/Funding Source: _____

Check/Requisition Number: _____

Check/Req. Date: _____

Date: _____

Signature: _____