FREQUENTLY ASKED QUESTIONS

What is the difference between an F-1 and J-1 Status?
Both are temporary nonimmigrant statuses. F-1 is for degree seeking students studying in US academic programs and J-1 for short-term exchange visitors.

What do employers need to do to hire an F-1 status student for an internship?
The student is required to obtain the necessary work authorization. The employer simply needs to provide an offer letter and complete a brief Internship Memorandum of Understanding. The employer also needs to complete an I-9 for tax purposes, which is not unique for international students.

How long does an F-1 status work permission last for OPT?
The majority of F-1 status students are permitted to work for one year, but STEM (science, technology, engineering, mathematics) F-1 status students may work after graduation for as long as 27 months with authorization from USCIS.

Does it cost a lot of money and involve a lot of paperwork to hire an international student?
No. When hiring F-1 status students who have CPT or OPT, the employer only has to use time and energy to interview and select the best candidate for the job. The UNL International Student and Scholar Office (ISSO) works directly with the student to handle the paperwork involved in securing work authorization.

What about taxes?
F-1 status students earning income under CPT and OPT are subject to applicable, federal/state/local income taxes, unless exempted by tax treaty. For more information, please refer to The IRS’ Tax Guide for Nonresident Aliens on the IRS website.

Do students need a green card (permanent US residency)?
No, a green card or immigrant visa classification, only represents permanent U.S. residency status. Work authorization is issued independently from any type of residency status. Federal regulations allow the employment of international students on F-1 statuses within certain restrictions.

Are international students eligible for long-term US employment?
After a student’s OPT or CPT, a different type of work visa is required. The common temporary working visa, the H-1B, can be obtained initially for three years and extended once for a combined total of six years. The H-1B is only one option. Your company can file for an H-1B petition for a student already working under OPT or CPT, allowing the student to apply for a change of status from F-1 to H-1B or to another category.

What is involved in applying for H-1B status?
A Labor Condition Application (LCA) is submitted online with the US Department of Labor. Upon receipt of the certified LCA, the employer must then file the Form I-129, Petition for Nonimmigrant Worker. Upon approval, the employee may apply for an H-1B at a US Consulate, or be granted a change of status if in the US.

What if we decide we want to employ an international student permanently?
At any time during the employment relationship, a company can apply for a Labor Certification Application for the employee. This requires efforts to prove to the Department of Labor that the international student employee is not taking the job away from a qualified, interested and available U.S. worker. If the process has started early enough, an employee who is in H-1B status can extend that status beyond six years and until the employee becomes a permanent resident.

Employer Guide to Hiring International Students
Career Services at CBA
University of Nebraska–Lincoln

Start Something. Start your story. Start your career. It all starts here.
The University of Nebraska-Lincoln College of Business Administration (CBA) has over 500 international students. Career Services at CBA knows hiring international students can generate many questions from hiring managers and HR departments. This guide seeks to eliminate many of those concerns.

CBA takes pride in recruiting students globally to represent a variety of countries, cultures and ethnicities. Our international students offer employers language skills, unique global viewpoints and cross-cultural awareness of world markets.

THE FACTS

CBA international students (CBA-IS) generally seek out full-time internships during the summers, as well as part-time opportunities during the school year.

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THE DETAILS

UNL CBA-IS usually hold an F-1 Status.

**F-1 Status**

- Students with an F-1 status are in the U.S. for academic programs. Most students you work with will hold F-1 status. These students are allowed to work part-time during the school year and full-time during school breaks and after graduation with certain work authorization.
- Other visa statuses exist and often have very similar rules and regulations. If you encounter a student who does not have an F-1 status, call Career Services at CBA to learn more information.
- UNL CBA-IS must work with certain authorizations. It is the responsibility of the student to understand and follow the guidelines set forth. The most common programs are Curricular Practical Training and Optional Practical Training.

### Table 1: Internships

<table>
<thead>
<tr>
<th>Internship Type</th>
<th>Time Allotment/Duration</th>
<th>Student Requirements</th>
<th>Employer Requirements</th>
<th>Cost to Employer</th>
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<tr>
<td><strong>Curricular Practical Training (CPT)</strong></td>
<td>After completing two semesters/one full academic year and before graduation, students can have internships part or full time.</td>
<td>Begin Curricular Practical Training (CPT) application process 2-3 weeks before internship (or upon receiving an internship offer).</td>
<td>None except providing an offer letter and completing a brief Internship Memorandum of Understanding.</td>
<td>None.</td>
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<tr>
<td><strong>Optional Practical Training (OPT)</strong></td>
<td>After completing two semesters/one full academic year and after completion of program, students can work up to 12 months* of full-time, 20 hours or more.</td>
<td>Begin Optional Practical Training (OPT) application 3 months prior to anticipated start date.</td>
<td>None.</td>
<td>Must follow easy steps** toward H1-B visa sponsorship.</td>
</tr>
</tbody>
</table>

* If the student received their degree in a STEM field, they may be eligible to apply for an OPT extension. Review the list of eligible STEM fields (http://www.ice.gov/) and have the student complete the OPT-STEM packet.

** Visit U.S. Citizenship and Immigration Services (USCIS) web site (http://www.uscis.gov/) and have the student complete the OPT/STEM packet.

Hiring international students to work in the U.S. is not as challenging as some employers may think.