

Spring 2012 Workshops for UB Departments

INTERNATIONAL STUDENT AND SCHOLAR SERVICES
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H-1B and J-1 Sponsors: How to Complete the Forms

Don't know where to start when you hire a J-1 scholar or an H-1B professor or researcher? Not sure what information is needed to complete a J-1 (DS-2019) Request Form or H-1B Data Sheet? Here is a workshop that takes out the guesswork and gives you the why.

Presenter: Mary Jean Zajac, Paralegal, Immigration Services, UB

Friday, January 27

12:00-1:00

Capen Hall 31, North Campus

Wednesday, April 18

12:00-1:00

Capen Hall 31, North Campus

AAA Driver Improvement Course

AAA's six-hour defensive driving course will enable you to receive a 10% discount on your car insurance, reduce the number of points on your driving record (if you have any violations), refresh your driving skills and learn techniques for collision prevention. **Advance registration is required. The course fee is \$28. Please register at**

<http://appointmentquest.com/cgi-bin/WebObjects/EmbeddedDesktop.woa/8051/wo/hT7B7R8RTSDJ3WF8DrH23AqekVF/0.0.0.0.0.10.4.2.0.1.3.26.3?key=2000434122>

Presenter: Joseph Slazak, American Automobile Association (AAA)

Saturday, January 28

9:00-3:30

Clemens 120, North Campus

Saturday, February 18

9:00-3:30

Clemens 120, North Campus

Immigration Update for UB Supervisors: Recent Changes in Immigration Law & Their Impact on Your Employees

Obtain information on important recent changes in immigration law that could impact your international employees and department. This workshop will also provide options for responding to these changes.

Presenter: Oscar Budde, Esq., Associate Vice Provost for Immigration Services, UB

Friday, February 3

12:00-1:30

Capen Hall 31, North Campus

Applying for a "Green Card": Outstanding Professor/Researcher Petitions, Adjustment of Status & Consular Processing

Are you thinking of sponsoring a foreign researcher or faculty member for a "green card"? This session will discuss the employer's Outstanding Professor/Researcher petition and the employee's Adjustment of Status application or immigrant visa application to a U.S. Consulate abroad. It will also explore costs, supporting evidence, processing times, work authorization in the U.S. and travel outside the U.S. while the case is pending.

Presenter: Oscar Budde, Esq., Associate Vice Provost for Immigration Services, UB

Wednesday, February 8

12:00-1:30

Capen Hall 31, North Campus

Wednesday, April 4

3:00-4:30

Capen Hall 31, North Campus

An Overview of Permanent Residency through Employer Sponsorship

Learn about the various employment-sponsored options for professionals in the U.S., including the Outstanding Professor/Researcher category, and Special Handling and PERM Labor Certifications. This workshop will also address work authorization for spouses, permanent residency visa backlogs, processing times and travel outside the U.S. while your case is pending.

Presenter: Oscar Budde, Esq., Associate Vice Provost for Immigration Services, UB

Wednesday, February 8

4:00-5:30

Capen Hall 31, North Campus

Our J-1 Exchange Visitor Has Arrived. What Should I Do Now?

How can hosting departments ensure a successful experience for their J-1 Exchange Visitors? Come find out what you need to know to assist your J-1 Exchange Visitors during their stay in the U.S., what resources are available on campus for them and how they can access those resources.

Presenter: Mary Jean Zajac, Paralegal, Immigration Services

Friday, February 10

12:00-1:00

Capen Hall 31, North Campus

International Students in the Classroom: Tips for Faculty

How do we help international students succeed in our courses? Is it necessary to change what we are doing or are there easy ways to help the students adjust to U.S. classrooms? Learn the answers to these questions and the reasons why many international students struggle to fit in academically.

Presenter: Keith Otto, Program Director, English as a Second Language Programs, English Language Institute, UB

Friday, February 17

1:00-2:00

Clemens Hall 120, North Campus

Pathways to Permanent Residency through Labor Certification

Come find out the ins-and-outs of Labor Certification. This session will discuss the stages of applying, costs, processing times, prevailing wage determinations, advertising and recruitment requirements, travel outside the U.S. while your case is pending and more.

Presenter: Oscar Budde, Esq., Associate Vice Provost for Immigration Services, UB

Wednesday, February 29

12:00-1:30

Capen Hall 31, North Campus

B-1, J-1, H-1B, TN: What Difference Does It Make?

This workshop is for individuals who are trying to decide whether to invite someone in B-1, J-1, H-1B or TN status. It will explore the pros and cons of each visa category, including costs, processing times, time limits, spouse's eligibility to work, home residency requirements and so on.

Presenters: Oscar Budde, Esq., Associate Vice Provost for Immigration Services, and Mary Jean Zajac, Paralegal, Immigration Services, UB

Wednesday, March 14

3:00-4:00

Capen Hall 31, North Campus

Beyond the Basics: Meeting International Students' Needs

How can UB staff better respond to international students' needs? This workshop involves discussion of critical incidents in order to understand better some strategies used by UB international students and the reasons why they employ such strategies. Gain additional insights into the causes of miscommunication and misunderstanding. Learn strategies for successful communication and cultural understanding.

Presenters: Ellen Dussourd, Assistant Vice Provost for International Student & Scholar Services, UB

Friday, March 23

12:00-1:30

Capen Hall 31 North Campus

Appointing Foreign Nationals: Immigration Documents, I-9 Requirements, Etc.

Do you need to interpret immigration documents (passports, visas, I-20's, I-94's, DS-2019's, I-797's, EAD cards) for your job? Do you need to determine if an international student, researcher or faculty member is eligible to work at UB? This workshop is specifically designed for staff members who do appointments and must interpret immigration documents to determine an individual's eligibility to work on campus and meet I-9 requirements.

Presenters: Amanda Brown, Supervisor, International Employment Tax Unit, UB; Ellen Dussourd, Assistant Vice Provost for International Student & Scholar Services, UB; Mary Jean Zajac, Immigration Paralegal, UB Immigration Services

Wednesday, March 28

12:00-1:30

Capen Hall 31, South Campus

