

**University at Buffalo**  
**Office of Graduate Medical Education (OGME)**

**Procedure for Processing Visa Sponsorship for Residents in F-1 Status**

1. Requests for H-1B or J-1 sponsorship for residents in F-1Status should be submitted to the OGME as soon as the program director approves release of the resident contract, not to exceed 7 months prior to expiration of the current status but no later than 12 weeks prior to expiration of current status;
2. To request H-1B sponsorship follow the *Procedure for H-1B Initial Sponsorship*;
3. To request J-1 sponsorship, follow the *Procedure for J-1 Initial Sponsorship*;
4. **NOTE: It is the responsibility of the RESIDENT to maintain visa status and notify employer and Department of Homeland Security of all address changes within 10 days of moving.**