

Requests submitted to the International Center for scholar immigration support services incur an administrative processing fee. Please submit this form with each J-1, H-1B or TN scholar request, including cases involving initial, extension or transfer processing, to: International Student and Scholar Services, International Center, N52 Memorial Union, Columbia, MO 65211. (Please provide MO-codes for billing purposes.)

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**FEE SCHEDULE**

- J-1 scholar on campus (3–5-day processing): \$200
  - J-1 scholar on campus (1–2-day processing): \$400
  - J-1 scholar off campus (3–5-day processing): \$500
  - J-1 student intern: \$600
  - J-1 student intern additional site of activity: \$300
  - H-1B scholar (8-week processing): \$1,000
  - H-1B scholar (3–4-week processing): \$1,600\*
  - TN petition: \$800
- \*Subject to availability

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**SCHOLAR INFORMATION**

Last/family name: \_\_\_\_\_ First/given name: \_\_\_\_\_  
Request type:  J-1  H-1B  TN Amount: \$ \_\_\_\_\_

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**PAYMENT INFORMATION**

MO-code: \_\_\_\_\_ PS account: \_\_\_\_\_

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**DEPARTMENT INFORMATION**

Department: \_\_\_\_\_  
Administrative contact name: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
Authorized fiscal signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized fiscal signer's name: \_\_\_\_\_  
Authorized fiscal signer's title: \_\_\_\_\_

Note: Please provide an **original signature** from an **authorized fiscal signer** for the specified MO-code.