

LATE FEE SCHEDULE: FEES ARE PAYABLE BY JOURNAL ENTRY ONLY. PLEASE SEE [LATE FEE TRANSMITTAL FORM.](#)

TYPE OF APPLICATION OR REQUESTED	<u>RECOMMENDED DATE FOR SUBMISSION</u> to The Office of International Services (OIS)	<u>DEADLINE FOR SUBMISSION</u> to OIS WITH <u>NO LATE FEE</u>	<u>LATE FEE FOR SUBMITTING</u> TO OIS <u>AFTER DEADLINE</u>
<u>Request for DS-2019 (J-1)</u>			
<i>Begin a New Program</i>	12 wks. prior to DS-2019 start date	6 wks. prior to DS-2019 start date	\$100
<i>Extension of Program</i>	4 wks. prior to DS-2019 start date	2 wks. prior to DS-2019 start date	\$100
<i>Transfer of Program from Another J-1 Program Sponsor</i>	8 wks. prior to DS-2019 start date	2 wks. prior to DS-2019 start date	\$100
<u>H-1B Requested</u>			
<i>Initial Requested - Alien is in U.S. in another nonimmigrant status and will change to H-1B status</i>	<u>With Premium Processing:</u> 8 wks. prior to H-1B requested start date	<u>With Premium Processing:</u> 8 wks. prior to H-1B requested start date	\$200
	<u>Without Premium Processing:</u> 6 mos. prior to H-1B requested start date	<u>Without Premium Processing:</u> 4 mos. prior to H-1B requested start date	\$200
<i>Initial Requested - Alien will apply for H-1B visa at U.S. Consulate abroad</i>	<u>With Premium Processing:</u> 12 wks. prior to H-1B requested start date	<u>With Premium Processing:</u> 10 wks. prior to H-1B requested start date	\$200
	<u>Without Premium Processing:</u> 6 mos. prior to H-1B requested start date	<u>Without Premium Processing:</u> 4 mos. prior to H-1B requested start date	\$200
<i>Initial Requested – Alien is Transferring to RBHS from Current)H-1B Employer</i>	<u>With Premium Processing:</u> 6 wks. prior to H-1B requested start date	<u>With Premium Processing:</u> 5 wks. prior to H-1B requested start date	\$200
	<u>Without Premium Processing:</u> 7 wks. prior to H-1B requested start date	<u>Without Premium Processing:</u> 6 wks. prior to H-1B requested start date	\$200
<i>Extension Requested – Alien is Already on a RBHS-Sponsored H-1B</i>	<u>With Premium Processing:</u> 6 wks. prior to H-1B requested start date	<u>With Premium Processing:</u> 5 wks. prior to H-1B requested start date	\$200
	<u>Without Premium Processing:</u> 7 wks. prior to H-1B requested start date	<u>Without Premium Processing:</u> 6 wks. prior to H-1B requested start date	\$200
<u>PERM Application</u> <i>(final packet--not draft version)</i>	8-9 mos. after “ <u>the date the alien was selected</u> as the final candidate”	12 mos. after “ <u>the date the alien was selected</u> as the final candidate”	\$200
<u>I-140 Requested</u> <i>based on approved PERM only</i>	1 mo. after official PERM approval date	5 mo. after official PERM approval date	\$350

- Deadlines will be honored only if the submitted application or requested is thoroughly and correctly completed, signed wherever necessary by the appropriate individuals, properly documented, and bearing correct filing fees--all as per the OIS instructions that corresponds to that application/requested type.
- As government processing times vary, *OIS cannot guarantee that applications and petitions submitted will result in timely approvals by the appropriate government agencies.* Global Services guarantees only that we will turn the application around within the following time frames:
 - DS-2019 Requests: 2 weeks
 - H-1B petitions: 4 weeks
 - PERM applications: 2 months
- OIS reserves the right to refuse a late application altogether (even with late fee payment) based on OIS backlog at the time of submission and/or if prospects for a timely government approval are nonexistent.
- For an initial DS-2019 request being submitted with a late fee, OIS may recommend a later DS-2019 start date than the date requested by the host department if the department's requested start date is unrealistic. In such cases, departments that choose NOT to follow OIS' recommendation to amend the start date will later be charged an additional \$40 fee if it should turn out after all that OIS has to amend the start date in SEVIS in order to keep the scholar's record from being auto-terminated by SEVIS.