



# SAINT LOUIS UNIVERSITY

## LABOR CONDITION AND PERMANENT RESIDENCY POLICY

**Policy Number:** FA  
**Classification:**  
**Responsible University Official:** Provost

**Version Number:** 1.0  
**Effective Date:** 3-25-08

### 1.0 INTRODUCTION

Saint Louis University will provide support to eligible faculty and staff who apply for permanent residency in the United States. As mandated by federal regulations, the University is responsible for provision of the Labor Condition Application. Additional administrative support is provided by the Office of International Services.

### 2.0 PURPOSE

The purpose of this policy is to clarify the University's role in supporting faculty and staff who are applying for permanent residency.

### 3.0 PERSONNEL AFFECTED

All eligible, full-time faculty members on the tenure track, non-tenure-track faculty, and staff who are foreign nationals

### 4.0 POLICY

Saint Louis University will consider providing support of employment-based applications for permanent residency for employees who meet the following criteria, but reserves the right to determine eligibility on a case-by-case basis:

Faculty members on the tenure track, non-tenure-track faculty, and staff who have been employed by the University for at least twelve consecutive months at the time the application is submitted. Eligible employees must have no immediate plans to leave the University and must be employed in positions in which there is no expected ending date. Employees completing post-doctoral studies or fellowships or those who are in "visiting" faculty or staff positions are not eligible.

Employees who are approved by the designated administrator of the academic or

As required by federal regulation, employees who are employed in positions in which the salary is guaranteed for a minimum of three years from the date of the application, assuming the em

Once the completed package has been forwarded, the Provost or Vice President will  
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