

**H-1B EMPLOYER QUESTIONNAIRE**

**Texas State University – San Marcos**

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| **EMPLOYEE INFORMATION** |
| **Employee’s Full Name:**  |

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| **EMPLOYING DEPARTMENT INFORMATION** |
| **Department Name and Office Address:**  |
| **Name and Title of Contact Person:** | **Phone:**  |
| **Email:**  | **Fax:**  |

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| **BASIC INFORMATION** |
| **Job Title:**  | **Salary (In U.S. dollars):**  |
| **[ ]  Wage range for this position for employees with similar qualifications:****[ ]  N/A – there is no other employee in this position** |
| **If part-time, list range of hours per week:** |
| **Detailed job description:****Or formal, in-house job description attached** [ ]  **Yes** [ ]  **No** |
| **Address(es) where employee will work:** |
| **Will the employee work offsite? If yes, please complete the question below.** **[ ]  Yes** **[ ]  No**  |
| **Please describe the offsite arrangement, including for how long the employee will work offsite, who will supervise and control the employee‘s work when offsite, and whether there are contracts in place for the offsite work.** |
| **If this is a teaching position (e.g., Lecturer, Instructor, Assistant Professor), please provide the *date the candidate was selected* under a competitive recruitment and selection process (mm/dd/yyyy):** [ ]  **N/A, this was a target of opportunity hire.** |
| **Anticipated Start Date:**  | **Anticipated End Date:** |
| **Degree Requirement:**  | **Field of Study:**  |
| **Type and number of years of experience required, if any, in addition to the degree:** |
| **Does this position require a license? [ ] Yes** [ ]  **No** |
| **Do you wish to premium process this case?** [ ]  **Yes** [ ]  **No** ***NOTE:* *Additional government fee of $1,225 and legal fee of $250 apply if you elect to premium process this petition*.** |
| **EXPORT CONTROLS VERIFICATION** |
| **Will this position require or result in the exposure of the foreign national employee, either directly or indirectly, to technology or subject-matter that is controlled for export purposes and for which an export license is required before exposing the foreign national H-1B candidate?** ***If yes*, has the required export license been secured?** [ ]  **Yes** [ ]  **No*****If the position requires an export license*, but a license has not yet been secured, please confirm that the license will be secured before the foreign national is exposed to the technology or subject matter requiring an export license.**[ ]  **I confirm****Title of person providing confirmation:**  |
| **Name of person providing confirmation:** |
| **Title of person providing confirmation:**  |

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| **ACTUAL WAGE DETERMINATION** |
| **Are there other personnel in the department who are employed in the same or a very similar position as the position offered to the H-1B candidate?** [ ]  **Yes** [ ]  **No** |
| **If so, list their job titles, years credentials, and salary/wage information in the chart below.** |
| **Job Title** | **Degree Level and Degree Field** | **Number of years of Experience**  | **Annual Salary or Hourly Wage (if part-time, specify hours per week)** |
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