Regular PERM (Non-teaching Positions)

Program Electronic Review Management (PERM) Flowchart

Hiring Department completes:

Department PERM Intake Form and Permanent Residency Process Authorization Form



Administrative contact initiated and submits a PERM/Labor Certification Employer Questionnaire in FIU's Immigration Connect



HR/Academic Affairs review/approve questionnaire

Employee completes questionnaire





Fragomen drafts advertisement to BU for review



Hiring Department reviews and approves draft advertisement. Foreign National confirms when/where all skills were obtained and provides employment verification letters to Fragomen from prior employers (if needed)



Fragomen submits Prevailing Wage request to DOL





Fragomen receives Prevailing Wage Determination from DOL



Department/FIU accept the Prevailing Wage Determination then move to recruitment stage PWD is valid for a period of time (no less than 90 days up to a full year). BUs need to either start recruitment or file petition during the validity period

Run 6 Ads-

- 1. Employflorida.com (30 days)
- 2. 2 Sunday newspaper ads (Fragomen take care)
- 3. Radio and Miami New Times (Fragomen take care)
- 4. FIU website

Post NOJA (10 business days)



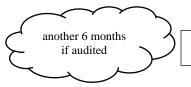
Department reviews resumes in response to advertisements and conducts extensive interviews of applicants in order to document that there were no minimally qualified US applicants. Department then drafts Recruitment Report for Fragomen's review.



Fragomen sends ETA 9089 and PERM file to department and employee for confirmation of accuracy



Department and employee review draft application.





Fragomen files ETA 9089 with Department of Labor (DOL)



DOL issues certified ETA 9089 and Fragomen FedEx to Central Immigration Office



Fragomen assists employee to process forms I-140 and I-485



Green Card

5-13 years for some visa retrogression countries

4-6 months to certify