

University of Wyoming Green Card Process

Initial Discussion

- Faculty/staff member (known as "Beneficiary") talks to department about potential sponsorship for permanent residency
- Department confirms willingness to sponsor Beneficiary and pay associated costs

General Counsel

- Beneficiary contacts General Counsel's (GC) Office (currently Carissa Armitage) to discuss process
- Outside counsel conducts case evaluation for strength of Beneficiary's petition (paid for by GC)

Initiate Petition

- Outside counsel provides evaluation and recommendation to GC
- Department reviews and confirms commitment to proceed at Department cost (approximately \$7,000 - \$15,000, including responding to additional requests for information by USCIS)

Beneficiary contributes

- Outside counsel assigned by GC works with Beneficiary to put together I-140 petition [Note: can take 8 - 24+ months]
- CC GC representative Carissa Armitage on all communications

I-140 Petition Filed

- Outside counsel sends draft I-140 petition to GC and beneficiary for final review
- Outside counsel files the I-140 petition. [For regular processing, this can take 8 - 16+ months. If premium processing (currently \$2,965), it should take 15 business days.]

I-140 Petition Approved

- After the petition is approved, Beneficiary will then wait for "priority date" (based on country of origin can be between no wait to 15+ years) to file the I-485 (the green card application). GC can help identify the priority date.
- The filing fees and any attorney's fees related to the I-485 are the Beneficiary's responsibility

I-485

- Beneficiary files I-485 petition. Premium processing is not an option for the I-485.
- When I-485 petition is approved, Beneficiary is official Green Card holder!