**EB-2 PERM Flow Chart to Permanent Residence**

1. **Department** emails **ISSS** written confirmation of desire to sponsor individual for permanent residence ("green card").

2. **ISSS** reviews employee’s current CV and job description for determination whether EB-2 PERM or EB-1B is the most viable or best option.

3. Department submits Statement of Responsibility and PERM Prevailing Wage Determination (PWD) forms to ISSS.

4. ISSS files request PWD with the Department of Labor (DOL) online.

5. 3-4 months later, DOL issues PWD. ISSS notifies department of wage and sends email attaching Notice of Filing, recruitment schedule, and interview rubric to department administrator and UAB Recruitment Services for ad placement.

6. Department posts NOF and places required ads for 30-day recruitment period, followed by 30-day "quiet period" during which applications are received.

7. Department sends signed NOF and evidence of dates and times of all other ad placement, including Birmingham News tearsheets, journal website confirmation, etc., plus applications of any US worker applicants received through Taleo or PeopleAdmin, to ISSS.

8. ISSS reviews ads and drafts final Recruitment Report for department signature.

9. ISSS files PERM online with the DOL. This establishes the employee’s priority date. The priority date determines when the sponsored employee will actually be eligible to apply for a green card later on.

10. 5-6 months later, DOL approves the PERM and sends ISSS a hard copy on blue government paper.

11. ISSS prepares USCIS Form I-140 and notifies beneficiary to come sign original PERM.

12. ISSS files USCIS Form I-140 with USCIS via UPS with premium processing for adjudication within 15 days.

13. Once USCIS approves UAB’s Form I-140, the next step is for the sponsored employee to assemble and file documents connected to USCIS Form I-485. **THIS IS THE FIRST ACTUAL STEP INVOLVING A "GREEN CARD."** No one has a green card yet, even at this point.

*Notice what’s missing? The sponsored employee. The sponsored employee cannot be involved at any stage of the PERM process other than to provide experience verification letters and copies of credentials. The PERM process depends entirely on the job itself.*
EB-2 PERM FAQs

1) Will I receive updates about the various stages in the PERM process?

Generally, no. The PERM process is a long and complicated one involving almost exclusively the employer and the Department of Labor (DOL). There are often long periods of time (i.e., several months) when the DOL is reviewing forms during which there will be no communication. The vast majority of the work is between the department and ISSS. ISSS will let you know if we need anything, but we will otherwise not respond to emails asking for updates. We do not have capacity to respond to update requests when there are no updates. We will let you know when the PERM is approved so that the I-140 process can begin.

2) Why does PERM take so long? Is there premium processing or a way to expedite like with H-1Bs?

No. There is no way to expedite filings with the Department of Labor. PERM is a waiting game with very few updates. We will let you know when we need a document from you, or when the PERM is approved.

3) What if I graduated from UAB and gained most of my experience here “on the job” during OPT?

This situation can severely complicate a PERM, since the sponsored employee cannot “count” experience gained while working for the sponsoring employer (UAB). If you have only worked at UAB and did not have all of the required skills for the PERM position prior to joining UAB, we will not be able to sponsor you for a PERM.