1. Department emails IFSIS written confirmation of desire to sponsor employee for permanent residence

2. IFSIS reviews current CV and job description and strategizes with department whether EB-2 PERM or EB-1B is more viable/necessary

3. If EB-2, department submits Statement of Responsibility and PERM Prevailing Wage Determination (PWD) forms to IFSIS

4. IFSIS files request prevailing wage determination (PWD) request with the Department of Labor (DOL) online

5. 6 months later, DOL issues PWD. IFSIS notifies department of wage and sends email attaching Notice of Filing (NOF) and recruitment schedule to department administrator and UAB Employee/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 tear sheets, journal website confirmation, etc., plus applications of any US worker applicants received through Taleo or PeopleAdmin, to IFSIS.

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

9. IFSIS files PERM online with the DOL. This establishes the employee's priority date. The priority date determines when the sponsored employee will become eligible to apply for a green card later on, based on the visa bulletin.

10. 6-7 months later, DOL approves the PERM and emails the certified document to IFSIS.

11. IFSIS prepares USCIS Forms I-140 and I-907 and notifies employee to come sign original PERM. Department requests checks.

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

13. Once USCIS approves UAB's Form I-140, the employee begins assembling documents necessary to USCIS Form I-485. THIS IS THE EMPLOYEE'S FIRST PERSONAL STEP TOWARD OBTAINING A "GREEN CARD." Everything previously filed with DOL and USCIS has been required by the employer to make the employee eligible for this phase.

*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 IFSIS. IFSIS will let you know if we need anything, but IFSIS will otherwise not respond to emails asking for updates. We do not have capacity to respond to update requests when there are no updates. IFSIS 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. IFSIS 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 a 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, UAB will not be able to sponsor you for a PERM.