



3.4.4 Employment of Foreign Nationals

Policy Statement

The employment and/or payment of nonresident foreign nationals shall be in compliance with all applicable federal laws and shall comply with all relevant visa restrictions.

Procedures

Employees must provide proof of eligibility to work in the United States by completing the I-9 Employment Eligibility Verification form during the UGA Onboarding process. [Read more about the I-9 process.](#)

Additional contacts

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706-542-2900

Responsibilities

Responsible University Senior Administrator: Vice President for Finance & Administration

Responsible University Administrator: Associate Vice President for Human Resources

Policy Owner: onboard@uga.edu

Policy Contact: Juan Jarrett

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[← Employment of Students | Age →](#)

Policy Dates

Effective Date:

Date Last Updated:08/06/2018

Date of Last Review:

Date of Approval:

Previous Version of Policy: