

# UVA Sponsored Immigration

---

The following is important information about who is authorized to act on behalf of the University on matters of immigration.

If you have questions about an immigration document that you are asked to sign, please contact Human Resources Compliance and Immigration Services (HRCIS) at [immigration@virginia.edu](mailto:immigration@virginia.edu).

- **No one** (including any employee of UVA) should act as a representative of the University in relation to an immigration matter without the authorization of the appropriate HRCIS representative
- This includes correspondence with the Departments of Homeland Security, State (including any US Consulate), and Labor
- The unauthorized filing of any immigration-related application or petition on behalf of the University is a serious violation of University procedure, and may have far-reaching negative consequences
- Before signing any document that relates to a foreign national's immigration at UVA, you must confirm that you **are not acting as a representative** of the University for a UVA-sponsored application or petition