Foreign National Seeking Waiver:

- Name of Foreign National: ________________________________
- Position/Title: _________________________________________
- Department: __________________________________________

Position Information:

- Minimum Education:
  - Is a degree required? _________________________________
  - If yes, specify the degree required _______________________
- Minimum years of experience needed to perform this position:
  - _______ years in positions/job titles that include: __________
- List ‘essential and hard-to-find’ skills need to perform the job duties:
  - __________________________
  - __________________________
  - __________________________
  - __________________________
- Reasons why this position is essential to the University *(use maximum 1 page addendum if additional space is required)*: ______________________
  __________________________
  __________________________
  __________________________
- Reasons why this position is hard to fill through normal recruitment measures *(use maximum 1 page addendum if additional space is required)*: ______________________
  __________________________
  __________________________
  __________________________

Supervisor Signature – (print name afterwards) ______________________

Department / Division ______________________

Date ______________________

*Do not write below this line*

APPROVAL:

Payroll: ______________________ DATE: ________________

Director: ______________________ DATE: ________________