



## International Faculty and Staff Services

OFFICE OF HUMAN RESOURCES  
UNIVERSITY OF WISCONSIN-MADISON

### PREMIUM PROCESSING of I-129 and I-140 PETITIONS

#### About USCIS Premium Processing

The U.S. Citizenship and Immigration Services (USCIS) offers an optional service to expedite the decision of certain petitions within 15 business days known as “Premium Processing.” The USCIS fee for the premium processing service is \$2,965, effective 03/01/2026. The premium processing request may be submitted initially along with the petition or we can upgrade the case later.

Due to lengthy USCIS processing times, premium processing may be necessary to facilitate the timely employment of the employee at the University or to allow for work-related international travel. However, the premium processing service only impacts the decision of the I-129 or I-140 petition at USCIS. Premium processing does not expedite the processing of prevailing wage determinations or labor condition applications through the US Department of Labor (DOL), nor does it expedite the internal processing times at IFSS or the issuance of visa stamps at a U.S. embassy or consulate abroad.

#### Payment of Premium Processing Fee

Employers who file I-129 or I-140 petitions are required to comply with rules concerning the offered salary, prevailing wage, and working conditions. Documentation supporting this information must be retained by the University and is subject to audit at any time. Failure to comply with these rules could result in civil and criminal sanctions, fines, and penalties.

According to federal regulations, the premium processing fee is considered a business expense. For this reason, the employing UW institution or department must pay the premium processing fee in most circumstances\*. A demonstrated business need must exist for the institution or department to justify the business expense.

**\*Exception:** If this fee is paid by the employee, it is considered a deduction from the employee’s pay. A pay deduction affects the attestations regarding the offered salary and the prevailing wage rate, resulting in a violation of the University’s compliance with the regulations. Therefore, the premium processing fee may be paid by the employee only if:

1. payment of the fee does not reduce the employee’s pay below the required wage rate, and
2. payment of the fee is voluntarily authorized by the employee under the following two conditions:
  - Continued employment of the employee is not an issue for the employing UW institution or department.
  - The employee has a personal need/desire for expediting the petition.

**NOTE:** The University will not require an employee to pay the premium processing fee. It is optional only.

#### Requesting Premium Processing

The attached form must be submitted to IFSS in all cases where premium processing service is being requested by the employee. This form is not needed when the employing UW department or institution is paying the premium processing fee.

## PREMIUM PROCESSING REQUEST FOR I-129 and I-140 PETITIONS CONTINUED

UW Employee's Name (please print or type): \_\_\_\_\_

UW Institution: \_\_\_\_\_ Department: \_\_\_\_\_

By signing this form, I understand:

- USCIS premium processing service will be requested for the petition the UW filed on my behalf.
- premium processing will only expedite the adjudication of the I-129/I-140 petition with USCIS and does not impact any required filings with the Department of Labor, processing at IFSS or Department of State; and
- premium processing does not guarantee approval of my case.
- there is no demonstrated business reason for my employer to premium process this petition as of the date this form is signed by me. Therefore, due to personal reasons unrelated to my employment, I, the above-named employee, choose to pay the premium processing fee on my own.
- I will provide IFSS with [Form G-1450](#) to pay the premium processing fee by uploading the form in Terra Dotta (contact IFSS for instructions about where to upload this form).
- I am responsible for ensuring Form G-1450 is filled out accurately and in accordance with the [USCIS instructions online](#). The credit card used must be a personal card issued by a U.S. bank. Forms that are not filled out correctly may be rejected by USCIS.
- IFSS will delete G-1450 from my record once my H-1B upgrade is received at USCIS and accepted.

UW Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### For IFSS Only

Employee's current salary: \$ \_\_\_\_\_ - \$2965 = \$ \_\_\_\_\_

Prevailing Wage: \$ \_\_\_\_\_