***Optional paragraph to be included if the new hire requires work authorization.***

Non-U.S. citizens must be authorized to work in the United States prior to starting their employment. Gaining such authorization may require UNM sponsorship of your employment through the employment-based visa petitioning process. This process requires UNM to petition the federal government for authorization to employ an otherwise unauthorized foreign national. The petitioning process requires UNM to hire legal counsel to represent it during the petition process. UNM has pre-authorized certain attorneys and law firms that hiring departments must use to represent UNM during the process. This process includes obligations for both you and UNM. With few exceptions, UNM is required to engage the attorney and pay for all costs, fees, and attorneys’ fees associated with formulation and submission of the petition. You, as the employee, are required to participate with and cooperate with UNM and its attorney when formulating the petition. Importantly, you, as the employee, are responsible for maintaining valid authorization once it is granted. This means that it is in your best interests to ensure that all immigration-related deadlines are met, including but not limited to meeting any substantive and timeliness requirements necessary to ensure continued employment authorization and/or employment-based permanent residency.