**Updates & reminders**

- **Visa**
  
  A I-134 takes 2-3 months to process. H1B takes at least 6-7 months to receive.

- **The premium fee is temporarily suspended.**

  On Friday, March 20, U.S. Citizenship and Immigration Services (USCIS) announced that the temporary suspension of premium processing for fiscal years 2020-24 for H-1B petitions due to the COVID-19 pandemic. This means it will take more time to issue a visa.

**Research Renewals**

Please use updated templates when reviewing contracts.

For those still reviewing, please ensure data is correct, Popup Form and upload the notification letter. If they are being led by due to lack of funding, an email should be sent to the researchers informing them of the termination of the activity and the last day of payment. The terminal should be uploaded.

- **Pamphlets Renewal**
  
  A Pamphlet may be terminated at any time with the prior notice. The I-20 Form is required during the suspension, including but not limited to reduced availability of funds changes in the nature and scope of work, upon 90 days written notice. Such terminations must be approved by the local academic unit’s dean or director.

**BTU Check**

> [Image 227x1835 to 595x1998]

- **Public Health Emergency Leave (PHL)**
  
  The federal Families First Coronavirus Response Act (FFCRA) has granted an increased amount of leave to employees for public health emergency reasons (PHL), including the total hours that can be used from 80 hours up to 160 hours. This additional leave is intended to serve as a gap measure until the federal Families First Coronavirus Response Act (FFCRA) goes into effect. Additional information is available in our PHL Guidelines.

- **Faculty Hiring Proposal System Updates**

  The Faculty Hiring Proposal now has a new feature:

  - The former category of faculty renewals and visa application has been sent. There is now a Counter section: if you select "Faculty Renewal", you must click on the appropriate action in the mass email to the Provost office at provost@gmu.edu.

- **Public Health Emergency Leave (PHL)**

  As a result of the ongoing COVID-19 pandemic, the federal government has implemented several emergency leave policies to help support student and employee well-being. These policies include but are not limited to increased sick leave, paid leave for employees who must care for sick family members, and reduced paid leave. This will result in a gap measure until the federal Families First Coronavirus Response Act (FFCRA) goes into effect.

- **New Temporary Process for Onboarding and Completing Section 2 of the I-9 Form**

  Now that Mason is encouraging all eligible faculty and staff to telework and the HR & Payroll team is working on a new temporary process to help address any issues that may arise. This will be June 1st. More information coming soon.

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