



Nonimmigrant Visa Filing Fee Request

Please complete and return this form to the VISA Office.

Department:	
Department Contact Name:	
Contact Email and Phone:	
Employee Name:	
Visa Category (check one):	<input type="checkbox"/> H-1B <input type="checkbox"/> O-1 <input type="checkbox"/> TN <input type="checkbox"/> E-3
Requested Action:	<input type="checkbox"/> New Petition <input type="checkbox"/> Extension <input type="checkbox"/> Amendment <input type="checkbox"/> Change of Status <input type="checkbox"/> Premium Processing Upgrade Only

As of October 28, 2025, USCIS fees must be paid by Department PCard. Please total below the fees to be paid and complete the USCIS Credit Card Authorization Form, available on the USCIS website [here](#).

PLEASE NOTE: If total fees charged on any given day exceed the limit of your PCard, the petition will be rejected by USCIS and returned. We strongly recommend you ask Procurement to temporarily raise your credit limit to avoid unnecessary rejection.

The USCIS credit card form must be hand-signed in black ink and provided to the VISA Office in hard copy or uploaded to the Scholar Portal. DO NOT EMAIL this form to the VISA Office.

Required Fees for Nonimmigrant Visa Petitions Filed on Form I-129:

H-1B: ☐ \$460 filing fee– *required for all H1Bs*
 ☐ \$500 fraud prevention fee –*only required if this is the first H-1B filed by CWRU for this employee.*

O-1: ☐ \$530 filing fee

TN: ☐ \$510 filing fee

E-3: ☐ \$510 filing fee

Total Fees: \$_____

Optional fees (must be paid using a separate USCIS Credit Card Authorization Form):

☐ \$2,805 (Premium Processing fee -- requests adjudication within 15 business days)

***NOTE – fee will increase to \$2,965 effective March 1, 2026.**

Dependent fees (employee must pay with personal credit card and use a separate USCIS Credit Card form for each application being filed):

☐ \$470 (I-539, Application to Extend/Change Nonimmigrant Status)

☐ \$520 (I-765, Application for Employment Authorization, for H-4 or J-2 spouse)

Fees current as of 01/15/2026 but are subject to change. If you have questions, please contact the VISA Office.