[Date]

U.S. Department of Homeland Security

U.S. Citizenship & Immigration Services

Nebraska Service Center

850 S Street, P.O. Box 87140

Lincoln, Nebraska 68501-7140

RE: Verification of Employment and Offer of Permanent Employment

Research Foundation of the State University of New York at Buffalo

Dear Sir or Madam:

This letter is written to confirm that [name of individual] is currently employed as a [postdoctoral research associate, research scientist] in the Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the State University of New York at Buffalo at an annual salary of $ \_\_\_\_\_\_\_\_\_\_\_ paid through the Research Foundation. [Name of individual’s] salary is paid through a research grant funded by \_\_\_\_\_\_\_\_. This grant [insert the appropriate language from the selection below] and is expected to continue beyond the expiration of the current grant.

- has been continually funded for \_\_\_\_ years

- is a high priority for funding (explain why)

- is a new field of research that is receiving considerable attention from funding agencies (explain why)

- has been identified as having strategic importance nationally (explain why)

- is in an field that addresses a critical societal need (explain why)

The offer of employment to [name of individual] is of indefinite duration and one in which there is a good expectation of continuing employment.

If [name of individual] is granted permanent residence, it is my intention to continue to employ him/her in this capacity.

Should you have any questions or need further information, please contact me.

Sincerely,

Name

Title