



New York State and CWA Local 1104/Graduate Students Employees Union Student and Exchange Visitor and Information Systems Fee Mitigation Program Guidelines

Overview

New York State (State) and CWA Local 1104/Graduate Student Employees Union (GSEU) negotiated funds in the 2019-2023 Agreement for the cost of various fees incurred by graduate assistants and teaching assistants represented by GSEU under Article 5.13 Fee Mitigation Fund. The fee includes the Student and Exchange Visitor and Information Systems (SEVIS) fee which all visitors to the United States who are on student or exchange visas are required to pay the Department of Homeland Security the first time they apply for a visa.

Eligibility

Graduate assistants and teaching assistants are eligible for the SEVIS Fee Mitigation Program under the following conditions:

- Must be employed as a graduate assistant or teaching assistant represented by GSEU on July 2, 2021 or later.
- Must be enrolled for the first time as a graduate student in a graduate program at a SUNY campus on July 2, 2021 or later.
- Must have paid the SEVIS fee to attend a SUNY graduate program on July 2, 2021 or later and have not been reimbursed by another source for the SEVIS fee.
- Must have an official copy of the receipt for the SEVIS fee payment from the Department of Homeland Security.
- Must be in good academic standing at the time of applying.
- Must be employed as a graduate assistant or teaching assistant represented by GSEU at the time of payment.

Application Process

To be reimbursed for the SEVIS fee mitigation, a graduate assistant or teaching assistant must:

- Complete and sign the SEVIS Fee Mitigation Program Application accessible at: oer.ny.gov/graduate-student-employees-union-gseu
- Attach an official copy of the SEVIS fee payment receipt from the Department of Homeland Security as proof of payment to the application.
 - The receipt should include: full name, amount paid, and payment date.
- Submit the completed application with an official copy of the SEVIS fee payment receipt by March 31, 2022:
 - Via email to nysgseulmc@oer.ny.gov or
 - U.S. Postal Service to:
NYS/GSEU LMC
Agency Building 2, 8th Floor
Empire State Plaza
Albany, NY 12223

NOTE: An incomplete or illegible application will not be processed.

If you have questions or need additional information, please contact:

NYS/GSEU LMC by email at nysgseulmc@oer.ny.gov or phone at 518-473-8127.