

Export Certification Request Form Foreign National Employee (H-1B, H-1B1, Chile/Singapore, and O-1 A) Petitions

Instructions: This form is intended to provide the Export Control Officer (ECO) with information necessary to start the export assessment process. It is anticipated that an export license will not be required in most cases. Should additional information be needed to complete the assessment, the ECO will work directly with the Sponsor/Supervisor listed below.

Section A: Employee Information

First Name:

Middle Name:

Last Name:

Country of Birth:

Country of Citizenship/Residency:

Current Physical Address:

Reason for Application:

E-mail Address:

(Provide the TTUHSC e-mail address for a current employee; any e-mail address is acceptable if the TTUHSC e-mail address has not been assigned.)

Section B: Position Description

Job Title (employee's):

Sponsoring Department (Home Department):

Supervisor Name (This should be the PI for Research Scholars or Post-Doctoral Fellows. For faculty or staff positions this should be the employee's direct supervisor):

List the sources of funding that will be used to support the employee's salary and, if applicable, their research. (This should include the grant number assigned by Sponsored programs):

Will the employee have access to technology (software, equipment or materials) specifically designed or developed for military (e.g. night vision, GPS Y-code, shielding, UAVs or targeting algorithms) or space (e.g. rockets, missiles, satellites, space telescopes or probes) applications? (If yes, provide a list of the military or space technology below):

Section C: Research Information

Is research is part of the employee's job description? (If yes, provide a brief description of the research project or program in the space below. If a specific project or program has not been determined, describe the areas of interest or inquiry that the employee is expected to pursue while at TTUHSC):

Will the employee be involved in any research or other scholarly activity that is NOT intended for public dissemination? (If yes, summarize the export controls, contract terms, publication restrictions, citizenship restrictions, etc. that may be associated with the project below.):

Section D: Certification

Name of Person Completing This Form:

Phone Number:

E-mail address:

Date: