

## **SECTION 800.09**

### **Alien Employment**

The President shall send to the Chancellor the name and biographical sketch of any alien recommended for employment. In addition, a certification of thorough investigation is required along with a statement to the effect that no qualified citizen of the United States is available to perform the desired service.

Georgia law provides that any institution may employ any alien who is attending the institution as a student for a period of one year. Continued employment of an alien beyond the initial year must be approved by the Board of Regents, who will renew the contract on a year-to-year basis if such employment is justified.

All alien employees are required to consult the Payroll Office relative to their tax status, etc. when employed by the University. Tax laws and other information relative to employment of non-U.S. citizens are available in Payroll and/or Human Resources.