

Actual Wage Determination Form  
(To be kept in Public Access File for H-1B employee)

**(Explanation of the System Used to Set the Actual Wage)**

Actual Wage Definition: The range paid to all employees in the department with similar experience and qualifications as the prospective H-1B worker. The H-1B worker will be considered to be receiving the actual wage if his or her salary falls within or above the range of wages currently paid to comparable employees in the same department. Where no other such employees exist at the place of employment, the actual wage shall be the wage paid to the H-1B worker by the University.

This document also includes: **A Summary of Benefits Offered to U.S. Workers in the Same Classification as the H-1B worker, and a Statement Explaining any Differentiation.**

Name of prospective H-1B Employee: \_\_\_\_\_

Degree held by prospective H-1B employee \_\_\_\_\_

Number of years of relevant post degree experience of prospective H-1B employee \_\_\_\_\_

Position title: \_\_\_\_\_

Salary and FTE: \_\_\_\_\_

Brief description of job duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List of all individuals (or id (Banner, etc.) numbers) in Department with same position title as H-1B candidate (both USCs and foreign nationals). Include salary of each. When salary is higher than H-1B candidate, explain why there is a salary differentiation. **(Attach additional sheet if necessary)**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

Criteria that MAY be used to justify salary differential:

1. Employee has more relevant work experience than prospective H-1B holder
2. Employee has more responsibility than prospective H-1B holder
3. Employee has higher or more relevant educational credentials than prospective H-1B holder
4. Employee does not work same amount of hours as prospective H-1B holder

Criteria that MAY NOT be used to justify salary differential:

1. Employee is funded by different grant than prospective H-1B holder
2. Employee has different area of research than prospective H-1B holder
3. Employee has demanded more salary than prospective H-1B holder
4. University has/had a salary freeze which resulted in a higher pay to non-H-1B holder
5. Insufficient, uncertain or change of funding

I certify that the information contained on this Actual Wage Determination Statement is correct and that the prospective H-1B employee is or will be paid the actual wage for this position.

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Signature of Faculty Sponsor

Date

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Signature of Department Head

Date

*Return to the Office of International Affairs, Lee Biology, Room 102A.*