

Office of International Affairs
International Student & Scholar Services

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Export Control Questionnaire

Use this document to collect the information needed to complete an export control case in Visual Compliance.

	Instructions	Image		
1	New Case: The department HR and/or Immigration point of contact will submit the export control form. They will enter their information in this section.	NEW CASE Event: H-18/O-1 Visa Worksheet Event Shown: H-18/O-1 Visa Worksheet		
	 If you cannot locate yourself, you may need to register If your information is wrong, you may need to update your profile. 	Submitter New case name: Creation date: 06/18/2023 Enter all Submitter: Schwab available data Last name: Schwab First name: Joshua VISA (1-129) Division: Human Resources Manager Division: AMC Manager: 303-724-3871		
		Anticipated period of employment To:		
2	Section B: Related Person and Application Info:	Related Persons:		
	Requested Data Related persons (name self and all dependents):	NEW SAVE DELETE Name Company Location Relationship Passport Notes		
	Name of Prospective Employee/Visitor/Scholar (Full Legal Name):	Application information		
	Country of Citizenship: Country of Permanent Residence:	Candidate Information: Name of Prospective Employee/Visitor/Scholar: Add Country of Citizenship:		
	Country of Most Recent Residence: Universities/Institutes of	Country of Permanent Residence: Country of Most Recent Residence: Universities/institutes of higher education associated with:		
	higher education associated with (in order of oldest to most recent):	Previous Employment/Universities Attended: Add		

	Previous Employment/Universities Attended (in order of oldest to most recent):			
3	Section C: Employment / Activity D	Description	Employment / Activity Description	
	Name of Department:		Name of Department:	
	Campus:		Campus:	
	Name of Primary Building/Facility		Name of the primary Building/facility candidate	
	candidate will be employed:		will be employed:	
	Position/Job Title:		Position/Job Title: Payroll Title:	
	Payroll Title:		General Description of Duties:	
	General Description of Duties:		Name of Supervisor:	
	Name of Supervisor:		Supervisor Phone Number: Name of Sponsor:	
	Supervisor Phone:		Anticipated Hire Date: Type of Research:	
	Name of Sponsor:			
	Anticipated Hire Date:		Will the candidate be teaching? Candidate work will be supported by Grant	○ Yes ○ No ○ Yes ○ No If yes, Award Number:
	Type of Research:		Candidate work will be supported by Contract:	Yes, Award Number:
	Will the candidate be teaching?		Contract:	Yes O No If yes, Contract Number:
	Candidate work will be supported		Candidate work will be supported by Other:	Yes No If yes, Please Specify:
	by a grant:			
	Candidate work will be supported			
	by contract:			
	Candidate work will be supported			
	by other:			

4	Section D. Equipment Evacure	List any scientific equipment/instruments, No
4	Section D: Equipment Exposure	including highly specialized computing equipment, that the candidate will be using in the performance of his/her job duties:
	List any scientific	Equipment Name:
	equipment/instruments, including	
	highly specialized computing	Equipment Manufacturer:
	equipment, that the candidate will	
	be using in the performance of	Export Control Classification Number (ECCN): Will the Candidate need to understand how a Vec No
	his/her job duties:	Will the Candidate need to understand how a piece of scientific equipment is designed, manufactured, or repaired in order to perform
	Equipment Name:	his/her duties? Will the Candidate be exposed to equipment that Vac No.
	Equipment Manufacturer:	was specifically designed or developed for military or outer space applications (E.g. night vision cameras, satellite technology, controlled
	Export Control Classification	imaging equipment, GPS, etc.)?
	Number (ECCN):	Will the Candidate be exposed to encryption of the Candidate be exposed to encryption of Yes No No Stware source code, or otherwise involved in the design, development, or production of
	Will the Candidate need to	encryption software? Potential Deemed Export Risks:
	understand how a piece of	Will the Candidate have access to any Ores No company/university owned technical data or
	scientific equipment is designed,	technology? Will the Candidate have access to any third party ound or controlled to beginn data or technology? Yes No
	manufactured, or repaired in order	owned or controlled technical data or technology? If Yes, Please Explain:
	to perform his/her duties?	Will the prospective employee/visitor/scholar be Vee No
	Will the Candidate be exposed to	Will the prospective employee/visitor/scholar be Yes No provided encryption source code as part of their planned activities?
	equipment that was specifically	
	designed or developed for military	
	or outer space applications (e.g.,	
	night vision cameras, satellite	
	technology, controlled imaging	
	equipment, GPS, etc.)?	
	Will the Candidate be exposed to	
	encryption software source code,	
	or otherwise involved in the design,	
	development, or production of	
	encryption software?	
5	Section E: Potential Deemed Export Risks	Will the prospective employee/visitor/scholar have ○ Yes ○ No
	Will the Candidate have access to	access to or use technology commercially available, but also utilized in military applications? Will the prospective employee/visitor/scholar be Yes No
	any company/university owned	involved in research activities having restricted publication rights?
	technical data or technology?	Will the Candidate be involved in any sponsored research projects? Yes O No If Yes, Please list sponsors:
	Will the Candidate have access to	List any controlled technology that the
	any third party owned or controlled	employee/visitor/scholar may be exposed to during their employment:
	technical data or technology?	Grant/program name for all projects the applicant will be working on:
	Will the prospective	Will the employee/visitor/scholar be working on Yes No
	employee/visitor/scholar be	contracts sponsors by NASA or the Department of Defense?: Project Sponsor:
	provided encryption source code as	
	part of their planned activities?	Will the applicant be working with any items O Yes O No found on the USML?:
	Will the prospective	Will the applicant be working with any Yes No items/technical data found on the CCL?: Will the Candidate be working with materials Yes No
	employee/visitor/scholar have	obtained under a Material Transfer Agreement (MTA)?:
	access to or use technology	Visa Questions: Current Visa Type:
	commercially available, but also	
	used in military applications?	Requested Visa Type:
	Will the candidate be involved in	
	any sponsored research projects?	
	List any controlled technology that	
	the employee/visitor/scholar may	
	be exposed to during their	
	employment?	

Grant/program name for all		
projects the applicant will be		
working on?		
Will the employee/visitor/scholar		
be working on contracts sponsors		
by NASA or the Department of		
Defense:		
Project Sponsor:		
Will the applicant be working with		
any items found on the USML?		
any items found on the obivit.		
https://www.ecfr.gov/current/title-		
22/chapter-I/subchapter-M/part-		
121		
Will the applicant be working with		
any items/technical data found on		
the CCL?		
https://www.bis.doc.gov/index.ph		
p/regulations/commerce-control-		
list-ccl		
Will the candidate be working with		
materials obtained under a		
material transfer agreement		
(MTA)?		
https://www.doi.gov/techtransfer/		
mta-material-transfer-agreement		