



# Immigration Expense Reimbursement Benefit Overview

## Immigration Expense Reimbursement Benefit

GreenState Credit Union's diversity initiatives extend to our benefit offerings through driving immigration efforts and covering the reimbursement cost of associated fees.

1. To be eligible for this reimbursement
  - Employees must be employed for a minimum of 12 consecutive months to qualify.
  - Once the service requirement has been met, employees are eligible for reimbursement of current or future eligible expenses incurred while an active employee with GreenState.
  - Employees must also be an active employee through the payout date.
2. Proof of payment being debited from the employees single or joint account, along with a copy of the application form and/or itemization of fees incurred are to be submitted to [HRBenefits@greenstate.org](mailto:HRBenefits@greenstate.org) for reimbursement.
3. Reimbursement will be made on the next available payroll once all expenses have been verified and will be considered taxable income. Mandated Federal, State, Medicare, and Social Security tax withholding will be deducted from this payment.

## Application expenses eligible for reimbursement are as follows:

- **Petition for Alien Relative (I-130):** Use this form if someone is petitioning on behalf of you as an eligible relative to remain in the United States permanently.
- **Application for Permanent Residence / Green Card (I-485)** - A Green Card (Permanent Resident Card): Gives you official immigration status in the United States Entitles you to certain rights and responsibilities Is required if you wish to naturalize as a U.S. Citizen.
- **Petition to Remove Conditions on Residence (I-751)** is a conditional permanent resident who obtained status through marriage and wants to apply to remove the conditions on permanent resident status.
- **Application for Employment Authorization (I-765)** is used as evidence that you can work legally in the United States for a specific time period.
- **Application for Citizenship (N-400) Citizenship** is a unique bond that unites people around civic ideals and a belief in the rights and freedoms guaranteed by the U.S. Constitution.
  - **Naturalization** is the process by which U.S. citizenship is granted to a lawful permanent resident after meeting the requirements established by Congress in the [Immigration and Nationality Act \(INA\)](#).
  - **Acquisition** of citizenship is obtained through U.S. citizenship parents either at birth or after birth, but before the age of 18.