

[Date]

United States Citizenship and Immigration Services  
Nebraska Service Center  
P.O. Box 87129  
Lincoln, NE 68501-7129

RE: Request for TN status for John Doe for the position of Assistant Professor

Dear Sir/Madam:

This letter is written to request that John Doe be granted TN status for one year from (date) to (date). The CSULA Department of History has offered him a one-year period of full-time employment as Assistant Professor, at an annual salary of \$51,000. This profession is specified in Appendix 1603.D.1 of Annex 1603 of the North American Free Trade Agreement (NAFTA) as "Teacher -- University."

The duties of the position include teaching courses in Early American history, conducting research and publishing results, advising students, and serving on departmental committees.

A Ph.D. degree in History is required for the position.

Professor John Doe obtained a Ph.D. degree in History from The Johns Hopkins University in 2003. He has strong teaching and research experience with a focus on early American history.

If I can provide any further information, please do not hesitate to telephone me. Thank you for your assistance with this request.

Cordially,

Joe Bruin  
Professor and Chair