

# GUIDELINES FOR STAFF & STUDENTS

Export Control Office  
[exportcontrol@grad.wisc.edu](mailto:exportcontrol@grad.wisc.edu)  
261-1128, 262-8659

## U.S. Persons

- **U.S. Person** - A U.S. Person is not restricted from working with export controlled information or on export controlled projects. The following are U.S. persons:
  - Citizens or nationals of the United States
  - Permanent residents (green card holders) of the United States
  - Persons granted asylum, refugee or amnesty status by the U.S. gov't
  - U.S., state or local gov't agencies; U.S. businesses; U.S. universities
- **Foreign Person** – Anyone that does not meet the definition of a U.S. Person
  - A Deemed Export License may be required before a foreign person can work on an export controlled project



## Deemed Export



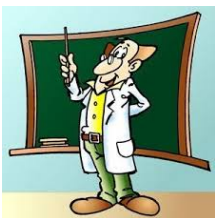
- **Definition** – The transfer of information or data to a foreign person within the U.S. is deemed to be an export to that person's home country
  - Considered the same as mailing the information to a foreign institution
- **Examples**
  - Having foreign persons work on an export controlled project in a UW lab
  - Lab tours where foreign visitors can view details of controlled research
  - Discussing controlled technology w/ foreign persons at a conference in the U.S.

## Foreign Faculty & Staff

- **H1-B/O-1 Visa Certification** – All foreign staff employed at UW-Madison on a H1-B or O-1 visa undergo a review to determine if a deemed export license is required for them to conduct their planned job activities
  - This is required by the U.S. Dept. of Homeland Security
- **Bonafide, Fulltime Employee Exemption** – ITAR allows foreign persons to work on ITAR-controlled projects without a license if they are bonafide, fulltime employees of the UW; not from certain countries; with no domicile outside the U.S.
- **Restricted Party Screening** – The process we use to determine if persons or organizations are on any of the U.S. gov't's restricted party lists



## International Students



- **Education Exemption** – A license is not required to transfer information in science, math or engineering to foreign students that is taught in cataloged courses
- **MOOCs** – Review MOOCs in science/engineering areas for export controlled information before release
- **Research** – An export license may be required for a foreign student to work on an export controlled project

Contact the Export Control Office regarding whether you need a license for staff or students