

**E-3 Actual Wage
Memo Benefits Attestation**

Page 1 of 1 - Revised 02/2021

Employers are required to maintain a summary of the benefits offered to US workers in the same occupational classification as the E-3 beneficiary. Failure to compensate E-3 employees at the same level as US employees can result in fines and backwage penalties.

ACTUAL WAGE MEMO

NU Department

Beneficiary's Title

Beneficiary's Salary and Salary Source

Please check all of the following factors considered in determining salary

- Experience
- Skills/specialized knowledge
- Licenses/certifications
- Level of responsibility/supervision
- Publications
- Other objective business-related criteria

I hereby certify that the salary listed above reflects the wage level paid to all other individuals with similar experience and qualifications working in this school/department. If there is more than one wage paid to employees, I am able to explain the reason(s) for this differential in wage rates. If required to do so, I am able to provide documentation (which must include names and payroll records of similarly employed individuals) to the DOL to verify these statements.

BENEFITS ATTESTATION

The E-3 beneficiary will be offered the same standard benefits as U.S. workers

Department Chair/Hiring Principal Investigator or Faculty Sponsor

Printed Name

Signature

Date