Postdoctoral Researchers at Penn Engineering

Faculty contacts PEFS about funding appointment

Faculty requests approval from Dept.
Chair and RAS
cc: PEFS, KF



Faculty writes offer letter and sends to postdoc cc: PEFS, KF

KF requests DS-2019 from ISSS and sends to

from ISSS and sends to postdoc along with visa application instructions



KF contacts postdoc about visa process for

J-1 Research Scholar or OPT/STEM OPT

KF meets w/postdoc, goes over maintaining status, travel, deadlines, Penn card, and other onboarding tasks



KF takes copy of EAD and reviews STEM extension training plan with postdoc



