# University of Arizona International Employment Strategies
## Quick Reference Guide

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| Direct University Employee | Employee is directly employed by the University of Arizona. | Less than six months | • Employee will be treated as a US employee  
• Arrangements over 8 weeks must go through the International Employment Request Process  
• International Employment arrangements may overlap with University international travel policies | • Must have SSN, Bank Account, I-9 verification  
• Arrangements over 6 months may need legal review and custom in-country support paid for by the department  
• Employees on US visas may have additional limitations | Review the Request Process steps on the [International Employment webpage](#) |
| Professional Employment Organization (PEO) | Employee is directly employed by the Professional Employer Organization and registers with the University of Arizona as a DCC. | Greater than three months | • Employee will be treated as an employee of the work-country and receive country-specific benefits and allowances  
• Employee will be registered as a University Designated Campus Colleague (DCC)  
• Use of the PEO will have added costs and timelines | • Certain arrangements may not be feasible under vendor terms or country-specific employment laws  
• Grants may have restrictions on using PEO vendors | Contact HR-OutsideAZwork@email.arizona.edu |
| Independent Contractor (ICON) | A non-employee relationship with an individual who is contracted to perform specific work. | Up to one year | • Arrangements subject to the Independent Contractor Services Policy  
• The ICON will be responsible for ensuring compliance with country-specific operating laws  
• The ICON would not be a university employee | • Cannot perform the same work as that of a University of Arizona employee  
• Cannot be a University of Arizona employee and Independent Contractor in the same calendar year | Contact Tax Services at taxservices@fso.arizona.edu if assistance is needed with making an independent contractor determination |
| Dual / Joint Employment | Employee is employed by the University of Arizona and a second employer who is legally allowed to operate in the work country. | Determined by contract | • Arrangements subject to secondment or reimbursement agreements  
• Second employer must be willing and able to act as primary in-country employer | • Only available for arrangements with existing partnership agreements, such as microcampus or research agreements | Contact HR-OutsideAZwork@email.arizona.edu |