

H-1B Request

To be completed by H-1B Worker

Please complete this form and return it to your department with all required supporting documents. Please see the checklist for more information regarding

*List below all time spent in J-1 or J-2 status and attach copies of all DS-2019s and waiver letters, if applicable .

J-1 or J-2 From: _____ To: _____

J-1 or J-2 From: _____ To: _____

J-1 or J-2 From: _____ To: _____

J-1 or J-2 From: _____ To: _____

J-1 or J-2 From: _____ To: _____

Do

UNALTERED ORIGINAL DOCUMENTS

TO THE UNITED STATES CITIZENSHIP AND IMMIGRATION SERVICES

Copies of documents submitted are exact copies of unaltered original documents.
I understand that I may be required to submit original documents to an immigration
or consular official at a later date.

Print Name of H-1B Worker

Signature of H-1B Worker

Date Signed

TRANSLATION OF FOREIGN LANGUAGE DOCUMENT(S)

I, _____ hereby certify that I am competent to translate
from the _____ language into English and that the attached is the accurate
translation of the original document(s).

Print Name & Title of Translator

Signature of H-1B Worker

Date Signed

H-1B Worker Checklist

Please submit one copy (no staples) of the items below to the International Center:

A. All applicants:

- ‘ Copy of diploma AND English translation, if applicable
- ‘ Copy of transcript (plus English translation, if applicable) if the field of study is not indicated on the diploma. A credentials evaluation may be required if degree is from a non-U.S. institution. For more information, please contact the International Center.
- ‘ Current résumé/curriculum vitae
- ‘ Unaltered original document form and translation form, if applicable
- ‘ Passport identity page and expiration page

B. If currently in the U.S., please also provide:

- ‘ I-94
- ‘ Entry visa

If applied for Permanent Residency:

- ‘ Copies of all notices received from USCIS

If in F-1 or F-2 status:

- ‘ Copies of all previous I-20s (pages 1 and 3)
- ‘ Copy of Employment Authorization Document (EAD), if applicable

If in J-1 or J-2 status:

- ‘ Copies of all previous DS-2019s/IAP-66s
- ‘ Copy of 212(e)/Two Year Home Residency waiver, if applicable

If in H-1 or H-4 status:

- ‘ Copies of all previous I-797 Approval Notices
- ‘ Copies of the H-1's last 4 months of pay stubs

X Dependent information (for those applying inside the U.S. only):

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