

H1-B Scholar Information Sheet

Turn this form along with:

New H-1b applications (first time)

- Letter of appointment, copy
- \$460 I-129 filing fee (by Department)
- \$500 fraud prevention fee (by Department)
- Passport, Visas, I-94 copies
- Curriculum Vitae or Resume
- Transcripts & Copy of Diploma
- Copy of employment authorization document
- EAD/ DS-2019/ I-20/ other (If applicable)
- Copy of I-612 waiver (If applicable)
- \$1,410 Premium Processing Fee (if desired)

Extension of H1-B applications

- Letter of appointment, copy
- Last three months paystubs
- Last W-2
- \$460 I-129 filing fee (by Department)
- \$500 fraud prevention fee (by Department) (if applicable)
- Passport, Visas, I-94 copies
- Copy of Previous H-1B1 notice of action, (if applicable)
- Curriculum Vitae or Resume (If applicable)
- Transcripts & Copy of Diploma (If applicable)
- \$1,410 Premium Processing Fee (if desired)

For Dependents in the US:

Timeline

If there are special considerations, such as travel, please be aware that the time line will be longer. Please note, fees and processing times at USCIS are subject to change without notice.

From the date all the applicable documents are received by Center for International Studies and Programs:

2 weeks – ETA Form 9035 Labor Condition Application to be approved before sending the application to USCIS.

2 weeks – I-129 application and supplements processed.

3-7 months – USCIS processing times for the I-129 Petition for a Nonimmigrant Worker (H-1B visa)

15 days – USCIS processing times when applied with the Premium Processing fee (fee is \$1,410)

Check with the nearest US Embassy or Consulate for timelines and special instructions

- I-539 form and I-539A if necessary (Filled out by Beneficiary)
- \$370 fee made out to US Department of Homeland Security
- \$85 fee made out to US Department of Homeland Security, for all dependent
- Passport, Visas, I-94 copies (any other immigration documents)
- Copy of marriage/birth certificates, in English

For Concurrent Application for Permanent Residence, please include:

- Copy of I-140
- Copy of I-148
- Copy of advance parole document
- Copy of employment authorization document
- Copy of ETA 750 or ETA 9089

For those who earned degrees outside the US:

- Degree Evaluation

Provider recommendations:

<http://www.evaluationservice.net>

<https://www.wes.org>

Scholar information

Given Name: _____ Family Name: _____

City, state/Province, Country of Birth: _____

Country of Citizenship: _____

Current Address: _____

Phone number: _____ Cell phone number: _____

Email Address: _____ Social Security number: _____

Are you, or anyone on your behalf (including spouse), filing for permanent residence?

List of prior periods of stay in the U.S, along with visa classifications:

Address outside U.S, if any:

Location of Nearest U.S. Consulate, if outside the country:

Scholar's Dependents (Spouse and Children under 21)

Family name, Given name, date of birth, gender, city and country of birth, country of citizenship and U.S.

Immigration status:

Are Dependents also applying to extend/change their status? _____

Dependent's initial entry date in H-4 Status: _____