H-1B DOCUMENT CHECKLIST
(Copies Requested – Keep Originals)

1. **From H-1B Employee:**

   **Immigration Status**
   
   a. Most recent I-94 Arrival/Departure Card
   b. Passport pages (identity page, all entry and exit stamps, and visas)
   c. USCIS notices received (Form I-797)
   d. Forms I-20 (only if you had F-1 student status)
   e. Forms DS-2019 (only if you had J-1 exchange visitor status)

   **Academic/Professional Credentials**
   
   g. U.S. and foreign college and university degrees and transcripts
   h. Academic equivalency evaluation if last degree earned outside U.S.
   i. Current resume/CV and employment verification letters (if available)
   j. If license required for the occupation, evidence of licensure

   **Other Information**
   
   k. First entry and last entry dates into the U.S. and place of entry
   l. Social Security Number
   m. Foreign address
   n. Current U.S. address
   o. If currently employed, two most recent pay stubs

2. **From H-4 Dependent Family Member/s in U.S.:**

   a. Each I-94 Arrival/Departure Card
   b. Passport (identity pages, entry and exit stamps, and visas)
   c. Other immigration approval notices
   d. Marriage certificate (with English translation if needed)
   e. Children’s birth certificates (with English translation if needed)