
Employee's Information

Note: If you don't provide all the required information your process will get delayed, E-mail your Job Duties to Attorney along with the Information sheet. Please type your answers in Cap's

1. Phone Number:
 2. E-mail Address:
 3. Previously Approved Petition receipt number:
 4. First Name:
 5. Last Name:
 6. Middle Name:
 7. Male / Female:
 8. Other Name used (If any):
 9. Date of birth (mm/dd/yyyy):
 10. Social Security Number:
 11. A Number (if Any):
 12. Country of birth:
 13. City and State of birth:
 14. Country of citizenship:
 15. Date of last arrival (if in the United States):
 16. Date status expires:
 17. I-94 Number:
 18. I-94 Expiry date:
 19. Current nonimmigrant status:
 20. SEVIS Number (if any)
 21. EAD Number (if any)
 22. Passport number:
 23. Date passport issued (mm/dd/yyyy):
 24. Date passport expires:
 25. Current U.S Mailing Address:
 26. APT #:
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27. City:
28. State:
29. Country:
30. Zip Code:
31. City and country of nearest USA consulate (if you don't provide your answer your petition will not be updated in PIMS when you go for stamping) :
32. Are you in removal proceedings?(Y/N):
33. If filing for a new petition then within the past 7 years, had you or anyone in this petition:
- a. Ever been given the classification you are requesting?(Y/N):
 - b. Ever been denied the classification you are requesting?(Y/N):
34. Home country address if applying outside the USA (provide this only if you are applying for H-1B from outside of the USA):
35. Have you ever applied for H-1B (Y/N):
36. Have your H-1B application ever denied (Y/N):
37. If so for what reason:
38. What is your current job title:
39. Highest level of education:

<u>Degree</u>	<u>Major</u>	<u>University Name & Address(please provide complete address of university)</u>

40. Do you have a master's degree form U.S.A.(Y/N):
41. If yes Date (mm/dd/yyyy) degree awarded and Type of U.S. degree:
42. Date first entered into the USA on an H-1B or L1(Please specify the category you entered and date):
43. Periods of stay inside the country on H-1B or L1 (please fill in the dates in below format):

Date of Entry into USA	Date of Departure from USA	Total Days Spent outside USA

Total Days spent outside the USA: _____

44. Has an immigrant petition (I-140) ever been filed on your behalf, if so is it approved:
45. If the I-140 is approved please provide the dd/mm/yyyy your Labor and I-140 was approved:
46. Premium Processing Required (Y/N):_____.
47. Any dependents on H4, (Y/N): _____. If yes please fill in the details: **if more than 1 dependent please provide below information for each dependent and STATE RELATIONSHIP.**
- a. First Name:
 - b. Last Name:
 - c. Middle Name:
 - d. I-94 Number:
 - e. I-94 Expiry Date:
 - f. Date of Last Arrival:
 - g. Date first entered into USA on an H4:
 - h. Date of Birth (mm/dd/yyyy):
 - i. Country of birth:
 - j. Country of citizenship:
 - k. Social Security Number(if Any):
 - l. A Number (if Any):
 - m. Passport Issued in which country:
 - n. Passport Number:
 - o. Date passport expires:

Answer the following questions YES or NO. If YES, please explain (only applicable for H4 dependents)

- 1) Are you or any other person included in this application an applicant for immigrant visa?
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- 2) Has an immigration petition ever been filed for you or for any other person in this application?
 - 3) Has a Form I-485, Application for Adjustment of Status, ever been filed by you or by any other person included in this application?
 - 4) Have you or any other person included in this application been arrested or convicted of any criminal offense since last entering the US?
 - 5) Have you or any other person included in this application done anything which violated the terms of the nonimmigrant status you now hold?
 - 6) Are you or any other person included in this application now in removal proceedings?
 - 7) Have you or any other person included in this application been employed in the US since last admitted or granted extension or change of status?

If employed, give name of employer, address of employer, weekly income, whether authorized by INS, etc.

48. If filling for H4 please provide the following documents

- a. All previously approved H4's/L2's/EAD/AP (advance parole)
 - b. Copy of Spouse I-94 front and back on one page
 - c. Copy of complete passport (do not include blank pages)
 - d. Marriage Certificate.
 - e. If child is included in the petition please include from a-c above and birth certificate.
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