**Tata Consultancy Services Limited**

**Emp.No.**

**H1B - US VISA QUESTIONNAIRE**

**BA Co. Name**

**Onsite WON**

(Please read instructions given in the last page before filling up this questionnaire)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Name*  *(As per passport)* | |  | | | | | | |  | | | |
| *Given Name* | | | | | | | *Surname (Family Name)* | | | |
| *Sex* | Male  Female | *Date of Birth* | **MM** | **DD** | **YY** | *Date of Joining* | **MM** | **DD** | | **YY** | Base Branch |  |
|  |  |  |  |  | |  | Documents Sent By (Branch) |  |

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| --- | --- | --- | --- |
| *TCSL / BA Designation* | *Grade* | *Social Security Number*  *(if any)* [*More Info.*](#SSN) |  |
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| --- | --- | --- | --- |
| *Place of Birth* | *City* | *State* | *Country* |
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| Do you have an observation page in your passport? If yes, please include a copy of the observation page | YES | NO | Consulate | | | | | |
| *Mumbai* | *Delhi* | *Kolkata* | *Chennai* | Hyderabad | Others Please Specify |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Complete Residential Address (in Home Country)* | | | | | | | | Client Name & Project Site Address [(More Info.)](#client_name) | | | |
| *Address*: **(Should be within the Jurisdiction of Consulate)** | | | | | | | | *Client Name* **:**    *Project Site Address (as per PRD***):**  *City***:** *State***:**    *Zip Code* ***:*** *RM / AM* ***:*** | | | |
| Street Address, Apt. No., PO Box : | | | | | | | |
| *City/District***:** | | | | State**:** | | | |
| *PIN***:** | | | | Country **:** | | | |
| Present Contact No. **(O) : Extn.: (R) : Mobile.No. :**  Emp. E-mail ID**:** | | | | | | | |
| E-mail IDs of stake holders 1  [Offshore/Onsite] to whom 2  processing status to be informed [(More Info.)](#e_mail_stake_holders) | | | | | | | | | | | |
| **Degree / PG** | | **Name of University** | | | **Specialization** | | | | **Place of University** | | **Year of passing** |
| As Appearing in the Certificate (only Diplomas/Bachelors/Masters) | | | | | | | | | | | |
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| *Work Experience* | ***Prior to joining TCSL*** | | ***Relevant to Software (a)*** | | | | **Not relevant to Software (b)** | | | **Added Experience (a+b)** | |
| **\_\_\_***Years* **\_\_\_***Months* | | | | **\_\_\_** *Years* **\_\_\_** *Months* | | | **\_\_\_\_***Years*  **\_\_\_***Months* | |
| ***In TCSL*** | | **\_\_\_\_\_** Years **\_\_\_\_** Months | | | **\_\_\_** *Years* **\_\_\_** *Months* | | | | **\_\_\_\_***Years*  **\_\_\_***Months* | |
| ***With BA Org.*** | | ***Name of BA Organization*** | | | ***Time Spent with BA Organization (c)*** | | | | ***Total Experience (a+b+c)*** | |
|  | | | ***\_\_\_\_\_*** *Years* ***\_\_\_\_*** *Months* | | | | **\_\_\_\_***Years*  **\_\_\_***Months* | |

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| **All previous entry/exit dates to/from the United States. Include all kinds of travel (vacation, business etc.). Make sure that the project details and work location in CV are consistent with the below dates. If worked for more than one clients/locations during one visit, mention all the clients/locations.** | | | | | | | | |
| Visa Type | Entry date into U.S. | | | Exit date from U.S. | | | Client Name (s) | City (ies) & State (s) |
|  | **MM** | **DD** | **YY** | **MM** | **DD** | **YY** |  |  |
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***(Contd.. 2)***

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| --- | --- |
| **US Salary ( TO BE FILLED IN BY FDFU)** | ***(USD per annum)*** |

|  |  |
| --- | --- |
| **Documents Required** | **Documents Required**  **Preferably in Single PDF** |
| 1. Updated Resume 2. Project and Role Description (PRD) 3. Copy of passport, including copies of all previous US Visas 4. Copy of Degree/PG Certificate(s) 5. All Semester Mark Sheets (with Subject names and marks) 6. TCS-Offer Letter **OR** Recent 1 Year TCS Payslip 7. Copies of all prior petition approval notice(s), if any 8. Copies of prior denials, if any 9. Experience Certificate(s) from Previous employer(s), if any   ***\*\* PLEASE PROVIDE LEGIBLE COPIES OF ALL DOCUMENTS\*\**** | 1. Copy of Passport, including copies of all previous US Visas. 2. Copy of Degree/PG Certificate(s) 3. All semester Mark Sheets (with subject names and marks) 4. TCS-Offer Letter **OR** Recent 1 year TCS Payslip |

#### Details of Previous Petition(s) / Visa(s)

1. Please provide the details of previous **petition(s)**, if any [check the petition(s)].

**If associate has an approved H-1B petition, please provide a copy of the I-797**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Petition Type  (Blanket/Individual/  Extension) | Petitioner | Visa Type  (L-1A, L-1B, H-1B) | Valid until (Check I-129 or I-129S form in your petition documents) | Approved / Denied / Withdrawn (**If denied, specify denied by whom-USCIS or US Consulate in India**) |
|  |  |  |  |  |
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2. Please provide the details of previous **visa(s)**, if any [check your visa(s) from passport].

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| --- | --- | --- | --- |
| Visa Type  (L1, H1, B1, H4, L2) | Visa Expiry Date | PED (Petition Expiry Date) | P# (Petition Number) |
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Signature of the associate : Place:Date:

**INSTRUCTIONS:**

* Ensure that the details filled in this questionnaire are matching with the details given in the CV,PRD and experience certificate
* Ensure that all the documents listed above are attached before submitting this questionnaire to your local FDFU

**BOOKMARKS – DO NOT PRINT THIS PAGE**

**Social Security Number:**

Applicable only if you have traveled to USA before under L1 or H1 status. Type N.A. if not applicable

**Client Name and Project Site Address:**

Mention name of the client and location with the zip code where you will be working

**E-mail Ids of Stake Holders:**

E-mails will be sent to these addresses at each stage of processing your petition.