

Application Name: Visa Stamping Application

User: Associate

Last Updated On: June 6, 2017

A. PURPOSE

You can initiate Stamping process for yourself and your dependents using this application. All documents required for you and your dependents to process your Visa Stamping request can be uploaded here.

B. PRE-REQUISITE

You need to ensure that you fall under either of the below mentioned three categories:

- a) You have an H-Visa Work Permit Petition Approved from USCIS
- b) You have an L-Visa Work Permit request in progress or completed by Global Mobility Team
- c) You have a Business Visa request raised in **Visa Request App in 1C** and in progress with Global Mobility Team

C. What does this document cover?

- a. Process to Initiate Stamping Request & an overview of all the application screens. (Page 2 onwards)
- b. Frequently Asked Questions (Page 6 onwards)

[Unable to Initiate](#) [DS160 filling](#) [Unable to Initiate for Dependents](#) [Stamping process and SLA](#) [Stamping cost](#) [How to fill DS160](#) [Checklist and briefing session POC](#) [Waiver Eligibility Check](#) [Stamping Status](#) [While on CDP](#) [How to raise Reschedule Request](#) [DS160 Retrieval Procedure](#) [Amendment Filing Procedures](#) [Validity of Visa Fee Receipt and DS160](#) [Stamped Passport SLA](#) [Validity of Waiver confirmation Letter](#) [Domestic Travel Tickets and Accommodation](#) [what is PAI Feedback](#) [Troubleshoot](#) [Should Dependents attend Briefing session](#) [Temporary work visa Information](#) [US Point of contact](#)

FREQUENTLY ASKED QUESTIONS

A. The petition status in USCIS portal shows as approved, but I do not have access to initiate stamping request in 1C visa stamping app. How should I initiate the stamping request?

You can initiate stamping request only after GM receives the approval notice and not immediately once the petition is approved in the CIS website.

1. Global mobility will receive the approval notice in 5-7 business days from the approval date.
2. Once when the details are updated in My Visa, you may proceed with the stamping initiation in 1C Visa stamping app.
3. An email will be triggered from one communicator (Post-processing app) on receipt of the approval notice.
4. Please specify the location to which the approval notice should be shipped and the same will reach in 5 business days.

B. Can I initiate the stamping while on CDP?

No, you need to have a finite project requirement in place to initiate the stamping request.

C. I am unable to initiate the stamping request for my spouse or child.

Please check and ensure that your dependent details are updated in HCM, only then you would be able to view the dependent details in the stamping app and initiate the request on their behalf.

NOTE: We don't process the stamping for the Fiancé and request you to initiate the request post wedding and you have a marriage certificate in place.

D. What is the process involved in the visa stamping and the timelines?

The Stamping process until Visa Appointment Scheduling will take approx. 4 business days. The appointment would be scheduled based on the preference, subject to availability or the earliest available dates in the consulate calendar.

The SLA is calculated from the date complete documentation is uploaded, submitted and approved in 1C.

1. **DS 160 Review** – 1 Business day for review and any subsequent review will be completed within next business day from the date revised document is uploaded.

NOTE: We don't review the DS160 for dependents, and you need to submit the DS160 form online and upload the confirmation page directly.

2. **Appointment scheduling** – 2 Business day for scheduling the Visa appointment, subject to receipt of confirmation page.

Once when the appointment is scheduled, you have to select “Accept PAI Schedule” in the visa stamping app.

After 30 minutes from accepting the PAI schedule, you may login to Visa Concierge App in 1C and schedule for the briefing / document verification session with the respective location PoC prior to the visa interview date.

E. What is the cost for the visa stamping?

The visa stamping cost is charged to the respective project as listed below.

- B1/B2 - \$160
- H-1B / H4 / L-1 / L-2 - \$190 per applicant
- L1 Blanket: The stamping cost of \$190 + \$500 (fraudulent security fee) would be debited from your project. Initially \$4500 (boarder security fee) would be charged in your Amex card and later after submitting expense report, the immigration team would reimburse the \$4500.
- If the applicant belongs to a different nationality, the reciprocity fee might be applicable - <https://travel.state.gov/content/visas/en/fees/reciprocity-by-country.html> which needs to be paid by the applicant during the visa interview.

F. How do I fill the DS160 form?

Please fill the DS 160 form online at <https://ceac.state.gov/genniv/> and upload the pages for review (screenshot / content copied to a word / pdf format) before submitting the form online. Only on confirmation from GM team after review, you should be submitting the form online – applicable only for primary applicant.

We don't review the DS160 for dependents, and you need to submit the DS160 form online and upload the confirmation page directly.

Please refer the guidelines to fill the DS160 form online from process space - <http://git.cognizant.com/US/QTGI-FILLONLI.pdf>

A Separate DS160 form has to be filled in for each applicant.

G. How & When Do I Get My PAI (Personal Appearance Interview) Dates?

Once you have completed all Steps as mentioned in the previous section, your request will be moved to the Global Mobility PoC for a document review and additional document preparation process.

Once PAI has been booked, a confirmation mail would be sent to the associate along with the PAI dates. For more details applicants, can come to the application and view the PAI Confirmation Screen to check PAI details and Document Checklist (On right side of the screen) to be kept ready for further process.

NOTE: The PAI letter would be uploaded in the visa stamping app within 24 hours of accepting the PAI schedule. **The biometrics (could be on Sunday as well) and the personal interview would be on two different dates, except for the L Blanket appointments.**

H. Where Do I View My Stamping Request Status?

Associates can monitor the progress on their request, via “Comments History” section on their application screen, given on bottom left corner. The Global Mobility (GM) PoC Review updates would reflect on this screen for associate to view. If associate has any query or doubts, they post the same on this section and also view this section for more details of the clarification requested from them.

They would be able to see the request status on the Landing Page, where the request was initiated too.

I. Where do I view the Documents to be kept ready for PAI or Briefing Session?

Applicants, for whom the PAI is booked by the GM Team, can view the document checklist in the PAI Confirmation Screen in the right side. For every applicant (Primary & Dependents (if any) a separate checklist is provided in their request tabs.

The Documents for which a PDF icon is not visible, has to be arranged by the Associate. Their names have only been provided for associate reference to keep these documents ready. If these documents are not available, they can reach out to helpline as mentioned in “Troubleshoot” section for any assistance.

Once when your appointment is scheduled, please click on “Accept PAI schedule” in the 1C visa stamping app and schedule the visa interview briefing session with the location GM PoC through 1C visa concierge app for further proceedings. You may refer to the below links for the details on the location GM PoC and the stamping checklist.

Location GM PoC:

https://ecm.cognizant.com/cs/groups/confidential_cts_internal/@imn_g/documents/imn_docs/bl83/mtew/~edisp/ctsecmin_7110361.pdf

Stamping Checklist:

https://ecm.cognizant.com/cs/groups/confidential_cts_internal/@imn_g/documents/imn_docs/xzi3/njy4/~edisp/ctsecmin_27668823.pdf

J. I hold an L-1B Blanket visa, can I initiate the stamping for self and dependents together?

As per the policy, associates applying for the L-1B Blanket visa should first apply for their visa and only after the stamping is approved, initiate the visa stamping for the dependents.

K. What is the process and the eligibility criterions for the Interview Waiver Drop Box?

Based on the details provided, the case manager will assess the eligibility for interview waiver and notify during the review. If you qualify, we will schedule the appointment under the Interview Waiver drop box.

There will be no specific date of appointment, once when you meet the location immigration PoC and get the documents verified, you may walk in on any working day and submit the documents at the document drop off location.

Note: Associate holding **other company visa**, expired in last 12 months would qualify for drop box option.

Eligibility Criteria for all applicants except child below 14 years of age and applicant above 80 years of age or older:

- I have a previous U.S. visa in the same class as the visa for which i wish to apply
- My most recent visa was issued in India
- I received my visa after January 1, 2008
- My most recent visa (in the same class for which I am applying) was issued on or after my 14th birthday
- I have no refusals for a visa in any class after my most recent visa issuance
- If I am applying for an H or L (individual) visa, my prior visa in the same class is still valid or expired within the last 12 months.

Note: Blanket L1 visa applicants do not qualify for the Interview Waiver Program, but Blanket L2 spouses are eligible.

Eligibility Criteria for Child below 14 years of age:

I am applying before my 14th birthday.

Note: Children under 14 must submit a photocopy of each parent's passport biographic information page. If either parent has a visa, you should also submit a photocopy of each parent's visa. If no parent has a visa and no parent is applying for one, then you should provide documentation regarding the purpose of the trip and a photocopy of the visa of the accompanying adult.

Eligibility Criteria for Business Visa applicants:

- I have a previous U.S. visa in the same class as the visa for which I wish to renew
- My most recent visa was issued in India
- I received my visa after August 1, 2004 but before January 2, 2008
- My most recent visa (in the same class for which I am applying) was issued on or after my 14th birthday
- I have no refusals for a visa in any category after my most recent visa issuance
- My prior visa in the same class is still valid or expired within the last 12 months.

NOTE: There will be a biometrics appointment to be scheduled for those applying for the Business Visa during which day, the applicants should go to the biometrics center, provide the fingerprints and then submit the documents.

L. What should be updated in Temporary work visa information and U.S point of contact section?
a. Edit Temporary work visa information:

Application Receipt/Petition Number : EAC XXXXXX / WACXXXXXX / LINXXXX
Name of Person/Company who filed Petition : Petitioner Name in the I797 approval notice
Where Do You Intend to Work?
Name of Employer : Cognizant Tech Solutions US Corp
Street Address : Please provide your WORK PLACE address
Phone Number : Texas board # (979) 691-7700
Monthly Income (in USD) : \$XXXX (monthly income)

Note: Employer and person who filed petition should be mentioned as Cognizant Tech Solutions US Corp (not the client name) and address should be your client address (Your work place address)
b. Edit U.S. Point of Contact Information:

Contact Person Name in the U.S. : Surname, Given name – Onsite Manager / Cognizant
associate details from onsite work location.
Organization Name in the U.S. : Cognizant Tech Solutions US Corp

(If you are unable to update both contact person name in US & Organization name in US – update organization name as do not know and in US contact address first line Provide Cognizant Tech Solutions Us Corp followed by address – in 2nd line)

Relationship to You : Update as Business associate
U.S. Contact Address : Please provide your WORK PLACE address
Phone Number : Onsite contact person's mobile number
Email Address : Onsite contact person's email id

M. How to raise Reschedule Request?

Please follow the below steps to raise a reschedule request

1. Click “ **accept scheduled dates**”

Select the Documents for uploading (if any) → Provide Project & Contact Details → **Provide PAI Preference & Mandatory Documents** → PAI Questionnaire → View PAI Confirmation Details → Provide PAI Confirmation Details

Provide PAI Preference & Documents for self/dependents [Sample DS-160 Form](#)

Given Name	Sur Name	PAI Location	PAI Dates	Upload Documents Max(5MB)
SUZANNE	STEPHEN	Channel	Preference 1 25/01/2017 Preference 2 30/01/2017 Preference 3 30/02/2017	Upload Passport Upload the scanned copy of all the non-blank pages of the passport Upload DS-160 Review Page Only Upload the completed document of the form & saved DS-160 Form here for Team's review Upload DS-160 Confirmation acknowledgment receipt generated post submission of DS-160 Upload Manager approval Submit manager approval with confirmation

NOTE:- If the Preferred PAI Dates are not available with Consulate, GM team would try to book the nearest possible dates for same.

Comments History
 BEN LUNDIE
 For SUZANNE STEPHEN
 Prof. Consulate-Channel
 14/02/2017 4:11PM

Enter Comments (max 300 char)
 Provide any additional information here. For any dependencies, please refer a file.

Accept **Submit Response**

2. Click "Request for New Schedule"

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Assess Later Comments App Help Home

Select the Documents for uploading (if any) → Provide Project & Contact Details → Provide PAI Preference & Mandatory Documents → **View PAI Confirmation Details** → Provide PAI Confirmation Details

Personal Appearance Interview (PAI) Location/Date Preferences

Given Name	Sur Name	Document Check List for PAI and Briefing
SUZANNE	STEPHEN	DS-160 Confirmation Passport monthly Click Here to View Document Checklist for PAI Note: - Print the documents separately for yourself (your dependent if any). - The documents listed in the Document Checklist are mandatory for self and dependent(s) only while appearing for briefing as well as PAI. - Documents such as Photographs, Bank Statement, Salary Income etc., has to be kept handy while appearing for the briefing as well as PAI.

Request for New Schedule **Accept**

3. Upload Manager's email approval for rescheduling.

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Assess Later Comments App Help Home

Select the Documents for uploading (if any) → Provide Project & Contact Details → **Provide PAI Preference & Mandatory Documents** → PAI Questionnaire → View PAI Confirmation Details → Provide PAI Confirmation Details

Provide PAI Preference & Documents for self/dependents [Sample DS-160 Form](#)

Given Name	Sur Name	PAI Location	PAI Dates	Upload Documents Max(5MB)
SUZANNE	STEPHEN	Channel	Preference 1 25/01/2017 Preference 2 30/01/2017 Preference 3 30/02/2017	Upload Passport Upload the scanned copy of all the non-blank pages of the passport Upload DS-160 Review Page Only Upload the completed document of your form & saved DS-160 Form here for Team's review Upload DS-160 Confirmation acknowledgment receipt generated post submission of DS-160 Upload Manager approval Submit manager approval with confirmation

NOTE:- If the Preferred PAI Dates are not available with Consulate, GM team would try to book the nearest possible dates for same.

Comments History
 BEN LUNDIE
 For SUZANNE STEPHEN
 Prof. Consulate-Channel
 14/02/2017 4:11PM

Enter Comments (max 300 char)
 Provide any additional information here. For any dependencies, please refer a file.

Accept **Submit Response**

4. Provide preferred dates

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Select the Dependents for Processing (0/0) > Provide Project & Case Details > Provide PAI Preference & Mandatory Documents > PAI Questionnaire > Sign PAI & Upload Documents > Provide PAI Support Request > Dashboard

Provide PAI Preference & Documents for self/dependents [Sample DS-160 Form](#)

Given Name	Sur Name	PAI Location	PAI Dates	Upload Documents (Max 5MB)
SUZANNE	STEPHEN	Chennai	Preference 1 2016/01/01 Preference 2 2016/01/01 Preference 3 2016/01/01	Upload Passport Upload the scanned copy of all the non-blank pages of the passport Upload DS-160 Review Page Only Upload the completed document of your PAI & upload DS-160 Form here for the Team's review Upload DS-160 Confirmation Acknowledgement receipt generated post submission of DS-160 Upload Manager approval Submit managers approval with justification

NOTE:- If the Preferred PAI Dates are not available with Consulate, GA team would try to book the nearest possible dates for same.

Comments History
BEN LUNGLI
For SUZANNE STEPHEN
Prof. Consulate-Chennai
14/02/2017 4:11 PM

Enter comments (Max 300 char)
Provide any additional information here. For any doubt/question, please refer a call.

Back Accept Submit Response

5. Click "Submit response" button.

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Select the Dependents for Processing (0/0) > Provide Project & Case Details > Provide PAI Preference & Mandatory Documents > PAI Questionnaire > Sign PAI & Upload Documents > Provide PAI Support Request > Dashboard

Provide PAI Preference & Documents for self/dependents [Sample DS-160 Form](#)

Given Name	Sur Name	PAI Location	PAI Dates	Upload Documents (Max 5MB)
SUZANNE	STEPHEN	Chennai	Preference 1 2016/01/01 Preference 2 2016/01/01 Preference 3 2016/01/01	Upload Passport Upload the scanned copy of all the non-blank pages of the passport Upload DS-160 Review Page Only Upload the completed document of your PAI & upload DS-160 Form here for the Team's review Upload DS-160 Confirmation Acknowledgement receipt generated post submission of DS-160 Upload Manager approval Submit managers approval with justification

NOTE:- If the Preferred PAI Dates are not available with Consulate, GA team would try to book the nearest possible dates for same.

Comments History
BEN LUNGLI
For SUZANNE STEPHEN
Prof. Consulate-Chennai
14/02/2017 4:11 PM

Enter comments (Max 300 char)
Provide any additional information here. For any doubt/question, please refer a call.

Back Accept Submit Response

N. How do I change the details in the DS160 which is submitted already?

You may not be able to edit the details in the DS160 that is already submitted online. You may have to fill a new DS160 and update the details. You may retrieve the previous application and fill afresh with most of the details prepopulated.

Scenario 1: If DS 160 is submitted before the case manager review:

Click on "Retrieve the DS 160 form" - select "create new application" and it would take you to already filled pages and update the changes, and upload the DS 160 review pages in the stamping APP for review. Post review, you need to sign and submit the form.

Scenario 2: If you find any corrections after the appointment is scheduled:

Click on "Retrieve the DS 160 form" - select "create new application" and it would take you to already filled pages and update the changes, sign and submit and carry both the confirmation pages while going for bio metric. Inform the officer on the same and have it updated in his system and proceed further.

O. I have a change in work location from that mentioned in the petition filing. What is the process to be followed now?

If there is a change in work location from that of the location mentioned in the petition filing and is beyond 50 miles an amendment has to be filed. Please initiate the amendment request in 1C visa request app so that the respective team would take it forward.

For more details, please refer to the FAQ -

https://ecm.cognizant.com/cs/groups/confidential_cts_internal/@imn_g/documents/imn_docs/xziy/odi1/~edisp/ctsecmin_22825126.pdf

P. What is the validity of the visa fee receipt, DS160 and interview waiver / drop box confirmation?

The visa fee receipt is valid for 12 months from the date of procurement, within which we need to utilize. The DS160 is valid for 30 days prior to submission online and post submission, should be used within 3-4 months (as the information may change later). The interview waiver / drop box confirmation letter is valid until the applicant is eligible for drop box submission. However, it is recommended to check with the GM case manager, if the drop box confirmation is scheduled 3 months earlier.

Q. What is the SLA to get the stamped passport from the consulate?

Post submission of the documents the consulate would release the stamped passport to the pickup location (mentioned in the PAI letter) within the below timelines.

- ✓ Personal interview the consulate - 4-5 days
- ✓ Drop box submission – 7-10 days

Please note that the timelines may vary time to time, you may track the status online at <http://www.ustraveldocs.com/in/in-niv-passporttrack.asp>

Associates are not authorized to collect the passport directly from the consulate. Please connect with the location GM PoC who would assist in collecting the passport and upon collection you would be sent a notification to collect it from our cognizant office address mentioned in the email for passport collection.

R. How do I get the domestic travel and accommodation booked?

Please raise request in 1C India hospitality app for assistance on the same.

S. I have the visa interview briefing scheduled, should I take my dependents along with me?

Children below 14 need not appear for visa interview and for the briefing as well. As per the consular guideline, only the applicant is allowed to enter the consulate and you may request the officer in case you need to take your kid for interview.

It is not mandatory for the dependents to attend the briefing, provided the primary applicant attends the session and provides the details.

Note: There is no need to initiate stamping request for U.S passport holders.

T. What is PAI Feedback?

Applicants, who have attended the PAI at the consulate, would be sent a mail to provide the feedback and details of questions asked at the consulate.

Applicants are requested to provide the Visa Stamped Copy, OR if visa is not stamped then the final outcome details and slips copy in this screen. This would help GM team perform the required actions from their end and update your details. Once done, they can submit these details.

U. My spouse is pregnant, is she allowed for stamping/travel?

She is not allowed for stamping/travel while carrying. Only post-delivery, she can go for stamping/travel.

V. I am holding valid visa of previous employer and currently joined in cognizant, do I still need to get fresh stamping?

Yes, need to get fresh stamping for cognizant even if you holding valid visa of previous employee

W. I don't have valid petition for dependents, can they go for stamping based on my petition?

Yes, dependents can get their stamping done based on primary applicant's petition.

X. There is a change in location from petition processed location and it is less than 50 miles and within same state, do I need to obtain new LCA?

No need when the distance is not more than 50 miles and within the state.

For more details, please refer to the FAQ -

https://ecm.cognizant.com/cs/groups/confidential_cts_internal/@imn_g/documents/imn_docs/xziy/odi1/~edisp/ctsec_min_22825126.pdf

Y. ADDITIONAL INFORMATION ON EACH STEP

a. Dependents Section:

- ✓ Dependents List (for applicants having dependents) would populate from HCM, as per the data given by the applicant. To change the same, applicant should get the dependent details added in HCM first and then come and check for same to reflect here.
- ✓ Please give the Dependent Name, as per Passport First Name and Last Name, as the name given here for reflect in all their interview documentation.

b. Project Information:

- ✓ Please validate the Project ID, Name and Full Address validated by your supervisor before providing in this application. This information would be used to process your interview documentation.

c. PAI Preference & Document Upload

- ✓ PAI Date is the Visa Stamping Interview date. You can provide preference of 3 dates, as per your convenience at the nearest Consulate and Global Mobility team member would try to get one of these dates, if possible.
- ✓ Passport, DS-160, Manager Approval are mandatory for Self Applicants. For dependents, please check the tabs on the left hand side and provide the required documents for them too and submit individually.

d. Questionnaire

- ✓ Personal Information and Job Details section are non-editable and can be changed only by changing the details in HCM. Applicants are requested to ensure these details are correct and valid and Name given is as per Passport, to ensure proper documentation.
- ✓ Post HCM Update, data will take some-time to reflect here, so please wait till updates happen.
- ✓ Please provide "Proposed Project Information" by clicking on EDIT and SAVE the changes after entering the details.

Z. TROUBLESHOOT

For any technical issue related to this application, please raise a GSD under the Global Mobility section: Global Mobility>> Immigration section>> "Stamping App- Technical Issues" Category.

For any stamping process related support or advise you can call Global Mobility Voice Support @56666 and then press option 5.

US Toll Free No: 1-866-822-2024 Option 5

India Toll Free No: 0008001008258 + Access code: 5666 + Option 5

PROCEDURE TO INITIATE VISA STAMPING

Login to One cognizant portal >> search for “visa stamping” to find the application



Click on the Icon to open the stamping application

(OR)

Click on the below URL to access the stamping app.

<https://onecognizant.cognizant.com/Apps/default.aspx?GlobalAppId=892&Fromsearch=True&Source=3>

The screenshot shows the Global Mobility International Travel - End to End portal. The main heading is "Select a Visa Type and an Application Type for which you want to initiate visa stamping". Below this, there are two tables. The first table, "Visa Type", has columns for Visa Type, Petition Status, Valid From, Valid Until, and Select. The second table, "Visas Initiated For Stamping", has columns for Visa Type, Application Type, and Initiated On. Below the tables, there are three buttons: "Self Only", "Self & Dependent", and "Dependent Only". At the bottom, there are "Initiate" and "Cancel" buttons. A red text prompt says "Please select the appropriate application type)".

Visa Type	Petition Status	Valid From (DD/MM/YYYY)	Valid Until (DD/MM/YYYY)	Select
H-1B Extension	Application Approved	08/12/2013	14/06/2016	<input type="checkbox"/>

Visa Type	Application Type	Initiated On
H-1B Extension	Self	17/01/2014

Applicant Name: Ramesh Yallamraju
Application Type: Self
Stamping Status: [Pending with Associate for questionnaire](#)

You would be able to initiate the request, only if you have an approved petition status listed in the application

Select the appropriate Application type & Click on the Initiate to create a stamping request

Once the case is initiated, you can find the request with the link towards right hand side of the stamping app

Select a Visa Type and an Application Type for which you want to initiate visa stamping

Visa Type					Visas Initiated For Stamping		
Visa Type	Petition Status	Valid From (DD/MM/YYYY)	Valid Until (DD/MM/YYYY)	Select	Visa Type	Application Type	Initiated On
H-1B Extension	Application Approved	08/12/2013	14/06/2016	<input type="checkbox"/>	H-1B Extension	Self	17/01/2014

Applicant Name: Ramesh Yallamraju
Application Type: Self
Stamping Status: [Pending with Associate for questionnaire](#)

Application Type (Please select the appropriate application type)

Self Only ☐

Self & Dependent ☐

Dependent Only ☐

Initiate **Cancel**

Click on this link to access the questionnaire and upload the documents

Project Details Section

Select the Dependents (if any) → Enter the Project & Client Details → Provide PAI Preference and Document for Self/Dependent → View your Download

Enter the project details for which you are going to travel.

Project Details

Travel Project Code: 1000021880
(Cognizant project code for which you are travelling)

Project Name: FDMS-Hagerstown-Boarding

Client Details

Client Name: First Data Merchant Services

Street Address: 540 Western Maryland Pkwy
(Enter Client address where you are going to work)

State: Maryland City: Hagerstown

Country: United States Zip Code: 21740

Cost Bearing Project Code: 1000021880
(Cognizant project code which will bear the Cost of Stamping)

Project Name: FDMS-Hagerstown-Boarding

☒ Same as Travel Project Code

Comments History

Comments (max 300 chars)	
Ramesh Yallamraju	20/01/2014 7:33PM
NA	
Ramesh Yallamraju	20/01/2014 7:33PM

Type your doubts here..

Save **Save & Continue**

LEFT SIDE: Proposed Travel Project, i.e. Project for which you are TRAVELLING to US.

RIGHT SIDE: Project Id & Project name which is going to bear your stamping cost

Click on Save & Continue to provide further details

PAI Preference/Date & Documents Page

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Associate Comments Help Home

Select the Dependents for Stamping (if any) Provide Project & Client Details Provide PAI Preferences & Mandatory Documents Fill Questionnaire View PAI Confirmation Details Provide PAI Experience Feedback

Provide PAI Preference & Documents for self/dependents [Sample DS-160 Form](#)

Given Name	Sur Name	PAI Location	PAI Dates	Upload Documents Max(5) (B)
Aravind	Rengaraj	Chennai	Preference 1: 19/01/2015 Preference 2: 20/01/2015	Upload Passport Upload the scanned copy of all the Non-Blank pages of the passport Upload DS-160 Review Page Only Upload the scanned copy of your DS-160 work in progress screenshots

NOTE:- If the Preferred PAI Dates are not available, Consulate, GM team would try to book the nearest dates for same.

Comments History

Comments	Date
Aravind Rengarajan	13/01/2015 3:36PM
PAI Preference and Document upload initiated	
Aravind Rengarajan	13/01/2015 3:35PM
Project and Client details updated successfully	

Back Save & Continue Later Proceed to Questionnaire

Click Here to view a Guide for "DS-160 Form". **THIS IS A SAMPLE VERSION ONLY** for Main Associate

Please refer <http://git.cognizant.com/US/QTGI-FILLONLI.pdf> for the DS160 guidelines

Enter your preferred Personal appearance Interview dates (You can enter 3 preferred date in the slot, based on the availability GIT will block an appointment)

UPLOAD all the required documents in the respective option. (**Mandatory Documents:** Passport / DS160 review pages (Screenshots) / Marriage certificate in English (for Spouse) / Birth certificate (for Kids).

Cross icon (X) on document means it is uploaded.

Click on **Proceed to questionnaire** to fill the final questionnaire and SUBMIT the request.

Select the Dependents (if any) Enter the Project & Client Details Provide PAI Preference and Document for Self/Dependents View your PAI Schedule & Download Documents Share your Personal Appearance Interview (PAI) Experience

Provide PAI Preference & Documents for self/dependents

Given Name	Sur Name	Personal Appearance Interview (PAI) Location/Date Preferences	Upload Documents Max(2)
Ramesh	Yallamra	Preferred PAI Location & Date Preference 1: Chennai 09/02/2014 Preference 2: Chennai 10/02/2014 Preference 3: Chennai 11/02/2014	Upload Passport Upload the scanned copy of all the Non-Blank pages of the passport Upload DS-160 Upload the scanned copy of your DS-160 work in progress screenshots Upload Project Manager approval Upload the scanned copy of your PMs approval letter Upload Other Document 1(if any) Not Mandatory

Comments

Comments	Date
Ramesh Yallamraju	20/01/2014 7:33PM
NA	
Ramesh Yallamraju	20/01/2014 7:33PM

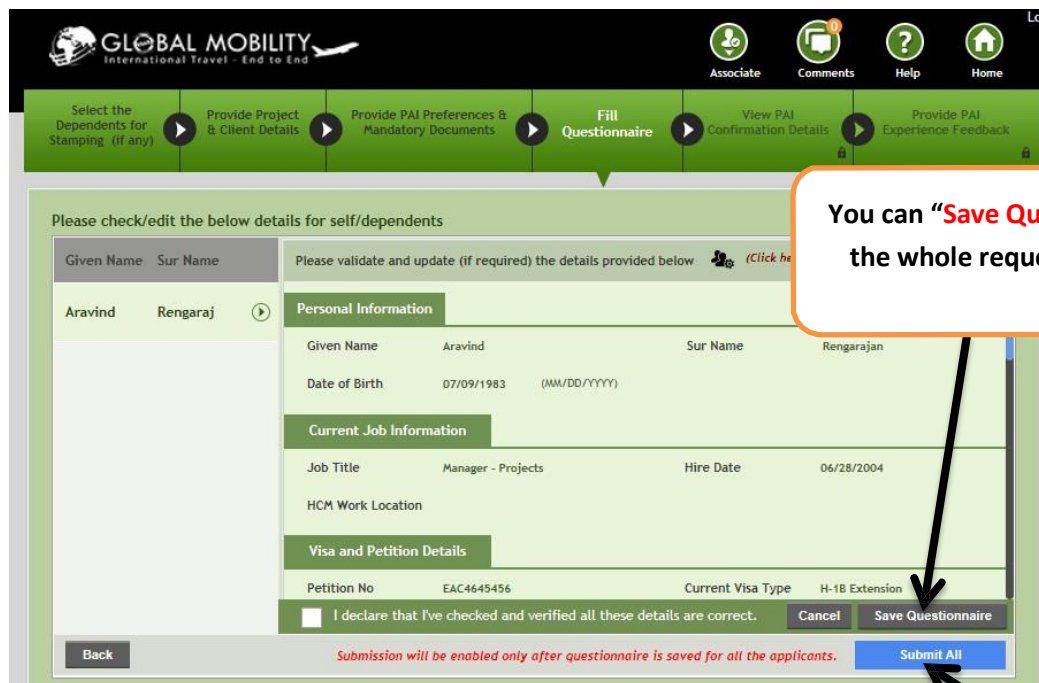
Enter Comments (max 300 chars)
Type your doubts here.

Back Proceed to Questionnaire

Questionnaire Page

**Before submitting the request, please review the questionnaire once again.
This section and the entire request becomes READ ONLY post submission.**

**EDIT the “Passport Name” and “Additional Information” (In the bottom)
All initiated request for same Visa Type should be completed together.**



The screenshot shows the 'Fill Questionnaire' step in a multi-step process. The top navigation bar includes the Global Mobility logo and icons for Associate, Comments, Help, and Home. The process steps are: Select the Dependents for Stamping (if any), Provide Project & Client Details, Provide PAI Preferences & Mandatory Documents, Fill Questionnaire (current step), View PAI Confirmation Details, and Provide PAI Experience Feedback. The main content area is titled 'Please check/edit the below details for self/dependents'. It features a table with 'Given Name' (Aravind) and 'Sur Name' (Rengaraj). Below this is a section for 'Personal Information' with fields for 'Given Name' (Aravind), 'Sur Name' (Rengarajan), and 'Date of Birth' (07/09/1983). The 'Current Job Information' section includes 'Job Title' (Manager - Projects), 'Hire Date' (06/28/2004), and 'HCM Work Location'. The 'Visa and Petition Details' section shows 'Petition No' (EAC4645456) and 'Current Visa Type' (H-1B Extension). At the bottom, there is a declaration checkbox, a 'Cancel' button, a 'Save Questionnaire' button, and a 'Submit All' button. A red note at the bottom states: 'Submission will be enabled only after questionnaire is saved for all the applicants.'

You can “**Save Questionnaire**” and review the whole request prior to submission

To confirm the details and submit the request for Supervisor’s Approval & Case Manager Review click on “**SUBMIT ALL**”

**To check your stamping request status post submission,
follow the navigations given in next page:**

Associate
 Comments
 Help
 Home

Important

Visa Stamping App is facing technical issues. [Click to View Your Stamping Workflow](#)

Select a Visa Type and an Application Type for which you want to initiate visa stamping

Visa Type					Visas Initiated For Stamping		
Visa Type	Petition Status	Valid From (DD/MM/YYYY)	Valid Until (DD/MM/YYYY)	Select	Visa Type	Application Type	Initiated On
H1B New	APPROVED	01/01/2013	09/09/2016	<input type="checkbox"/>	H1B New	Self & Dependents	06/01/2015

Application Type *(Please select the appropriate application type)*

Self Only

☐

Self & Dependent

☐

Dependent Only

☐

Initiate Cancel

Click Here to Open the Workflow for all requests

