



## Required Documents for H-1B New and Extension Petitions

[By VisaVerge.com](https://www.visaverge.com)

- H-1B Visa Request Form. ([Form I-129](#))
- [Prevailing Wage Intake Form](#).
- Actual Wage Memorandum.
- \$460 check payable to “U.S. Department of Homeland Security”.
- [Employer’s letter on departmental letterhead](#).
- Copies of offer or reappointment letters. [[Offer letter](#)] & [[Reappointment Letter](#)]
- Evidence of the beneficiary's degree.
- Up-to-date curriculum vitae or resume.
- For foreign medical school graduates, USMLE results and U.S. professional license, if patient care is involved.
- Passport page showing biographical data.
- Maintenance of Status/I-94 Consent form and I-94 Arrival/Departure Record, if currently in the U.S.
- J-1 or J-2 status documents, if applicable.
- \$500 Fraud Prevention and Detection Fee, for new or transfer petitions.
- Dependent filings for H-4 Status: Complete Form I-539, including proof of relationship, and biometric services fee.

### Personal Documents

#### 1. Passport Biographical Page:

- Current passport's biography page(s), including expiration date.
- Include the full image of the biography page and the MRZ text.
- If I-94 contains an old passport number, include a copy of that passport.

#### 2. CV (Curriculum Vitae):

- Updated CV with current employment and most recent publications.

## Visa Documents

- **Note:** Not required if entering the US after receiving an H-1B visa stamp.

### 3. J-1 Visa Status Documents (if applicable):

- Most recent electronic I-94.
- All DS-2019s (page 1 only).
- All J-1 visa stamps.
- Evidence of waiver for the 2-year Home Residency Requirement, if applicable.

### 4. F-1 Visa Status Documents (if applicable):

- Most recent electronic I-94.
- All I-20s (pages 1 and 2 only).
- All F-1 visa stamps.
- OPT and STEM OPT EADs (front side only).
- Three most recent pay stubs.

### 5. Other Visa Statuses Documents (H-1B, H-4, J-2, etc.):

- All I-797 Approval Notices.
- Most recent electronic I-94.
- Visa stamp, if applicable.
- Primary visa holder's documents, including passport biography page, most recent I-94, visa stamp, and pay stubs.
- Marriage certificate, if applicable, with English translation.

## Education Documents

### 6. Diploma:

- Scan of the diploma from the highest degree earned.
- Optional: Scans of all previous degrees.

### 7. Transcripts:

- Scan the transcripts for the highest degree earned.
- For research-based PhD programs with no coursework, provide a letter from the school registrar or advisor, or previous degree and transcripts.

### 8. Translation (if documents are not in English):

- Provide an English translation of the diploma and transcripts, with a certification statement from the translator.

9. Academic Equivalency Evaluation (for degrees from non-US institutions):
- Use a recognized evaluation company.
  - A general evaluation is required.

### Other Documents

10. Medical License (if applicable):
- For positions involving patient care, include a valid license or certificate.
11. [I-539 Application](#) and Waiver of Liability (for dependents changing to H-4 visa status):
- Complete the H-4 checklist and submit documents accordingly.

This checklist should serve as a guideline to gather all necessary documentation for an H-1B visa petition. It is advised to consult with a legal professional for the most accurate and updated information specific to your case.