



OFFICE OF HUMAN RESOURCES

H-1B Beneficiary Information for H-1B applications

EQORNGVG' SUBMIT THIS FORM TO THE HUMAN RESOURCES DEPARTMENT

The following information is required for the preparation of the H-1B petition on your behalf. Answer all relevant questions. Failure to complete all relevant questions or writing unclearly may delay the filing of your application.

Personal Information

Must be filled out completely. If it does not apply to you, please write "N/A." Do not leave any spaces blank.

1. Name as it appears in your passport (Last, First, Middle)

2. Other names used, including maiden names and any Anglicized names.

3. Date of birth (mm/dd/yyyy)

4. Gender

5. U.S. Social Security Number

6. Country of birth

7. Province of birth

8. Country of permanent residence

9. Country of citizenship

10. Did you obtain your highest degree from a U.S. Institution? Yes No

If no, please note that a credential evaluation is now required for all diplomas granted from colleges, universities and institutions outside the U.S. and Canada. It will be the responsibility of the beneficiary to obtain the credential evaluation. You can check www.naces.org for a list of credential evaluation companies. UW-Lc'Etquig Hwo cp'Rguqwtegu cannot recommend one company over another.

If your diploma, transcripts, publications, or letters of recommendation are not in English, they must be translated into English. The beneficiary may not do the translating. The translation does NOT need to be by a professional translator but it must contain the following statement<
“I certify that I am competent to translate (name of language) into English and this is an accurate translation of the original.” The translation must also be signed and dated by the translator.

11. For your highest degree, please provide the
Name of university

Address of the university

Date of graduation

Highest level of education (Bachelor's, Master's, Ph.D.)

Field of study

12. Please provide your current address

Street address

City and state

Country

Zip code/Postal code

Telephone number

E-mail address

13. Please list the city and country of the U.S. consulate/embassy where you will/would apply for the visa if you are not currently in the United States.
<http://www.usembassy.gov/>

14. Please provide a foreign address:

15. Please list the names of all dependents that will be filing with you if an H-1B petition will be filed on your behalf. **Your dependents must complete Form I-539 if they are currently living in the U.S. with you.**

Last Name	First Name	Gender	Relationship	DOB
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16. Do you have plans to travel outside the US in the next 6 months? Yes No
If so, When: _____ Where? _____

Traveling abroad while certain petitions are pending with US Citizenship and Immigration Services may be an issue. **Please speak with UW-L Human Resources about your pending travel plans as soon as possible.**

Immigration Information

Please complete questions 17-21 if you are currently in the United States.

17. Last U.S. entry: Date, Place, and Status (For example: 03/23/2034, Chicago, F-1)

Date	Place	Visa Status
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I-94 Number

I-94 Expiration Date: (mm/dd/yyyy or D/S)

Immigration status on I-94 card (may be different than current status)

18. Do you have a valid passport? Yes _____ No _____
 Passports must be valid for at least 6 months into the future.
19. Do you have more than one passport? Yes No
20. If yes, which passport are you going to use for this petition?
21. Passport number _____
 Country that issued your passport _____
 Passport issue date (mm/dd/yyyy) _____
 Passport expiration date (mm/dd/yyyy) _____
 Passport number _____
 Country that issued your passport _____
 Passport issue date (mm/dd/yyyy) _____
 Passport expiration date (mm/dd/yyyy) _____

'H-1B History. Answer if you are currently or were in H-1B or utatus in the past.

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22. In the past 6 years, have you ever been in H-1B status? Yes _____ No _____
23. Have you ever been denied? Yes _____ No _____
 If yes, please explain _____
24. If you are currently in H-1B status, please provide your receipt number and expiration date.
 Receipt number _____ Expiration date _____
25. Dates when you have been physically present in the U.S. in H-1B Status. We need the dates your dependents (H4s) have been physically in the U.S. as well.
 *****IMPORTANT- Please include copies of all H-1B Approval Notices, Form I-797. Attach an additional page if necessary.
 From _____ To _____

From	To
From	To
From	To
From	To
From	To

Attach separate sheets if necessary to list all the dates that you and your spouse and/or children have been in and out of the US.

F-1 History: Answer only if you are currently in F-1 status.

- 26. Expiration date or end date of I-20
- 27. Are you currently on OPT (Optional Practical Training)? Yes No
- 28. If yes, please provide the end date listed on your Employment Authorization Document (EAD) and provide a copy.
- 29. Please provide the EAD card number.

J-1 History: Answer if you are currently or were ever in J-1 or J2 status in the past. Attach copy of all forms DS-2019 and/or IAP-66 and visa page in passport. Please include all current and past J1 program information even if you are not currently a J1.

- 30. Expiration date or end date of DS-2019
- 31. J-1 Category (student, professor, research scholar)
- 32. Are you subject to the two-year home residence requirement? Yes No
- 33. If yes, have you applied for a waiver? Yes No
- 34. If yes, have you received the Department of State recommendation and/or USCIS I-797 approval notice? Yes No

If so, please provide a copy of the recommendation and the USCIS I-797 approval notice.

If no, we will not be able to process your H-1B application until such time as you receive the I-612 approval notice from U.S. Citizenship and Immigration Services.

We must know about all J1/J2 current and past programs. Even if you are not currently a J1, we must provide the documentation to USCIS regarding your past program(s).