

WORCESTER POLYTECHNIC INSTITUTE

OFFICE OF INTERNATIONAL FACULTY AND SCHOLAR SERVICES

H-1B Checklist for Travel outside the US.

H-1B Travel: If you are making a trip outside the United States, you will need the following documents to re-enter the US in H-1B status:

- A passport valid through the end date of your approved H-1B status
 - A valid H-1B visa stamp* in your passport
 - Your current appointment letter
 - Copies of paystubs for the last 3 months
 - Copy of the Labor Condition Application
 - Copy of the H-1B Approval Notice , Form I-797A
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***H-1B Visa Application:** If you have changed your non-immigrant status to H-1B in the US or if your H-1B visa has expired, you must make an appointment to apply for the H-1B visa at a US Consulate abroad. You should check the specific consulate for their requirements. The following list is the documents required of all H-1B visa applicants:

- Valid passport (valid 6 months into the future)
 - Original Form I-797A (Approval Notice)
 - Copy of the Labor Condition Application
 - Copy of your current appointment letter
 - Copies of paystubs for the last 3 months
 - Copy of form I-129 (H-1B Petition submitted to USCIS by WPI on your behalf)
 - If ever in J status and subject to the two year rule, you need the original waiver from USCIS
 - We also recommend bringing a copy of your CV and the diploma/transcript for the degree the H-1B petition is based on.
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Note regarding dependents: H-4 spouses and minor children must also meet the above passport and visa requirements and show proof of family relationship (marriage certificate or birth certificate). If they are entering the US without the H-1B visa holder, they must have copies of their spouse or parent's I-94 and copy of the Form I-797A.

02/19

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