

H-1B TEMPORARY WORKER APPLICATION CHECKLIST
EXTENSIONS BEYOND 6TH YEAR

SCHOLAR'S NAME: _____

- An IRB for \$700 payable to OISS
- A check for \$325 (effective 11/23/2010) payable to Department of Homeland Security to cover the filing fee for the I-129 petition
- A check for \$1225 (effective 11/23/2010) payable to Department of Homeland Security for Premium Processing
- H-1B Request Form – Part A (by Department)
- H-1B Request Form – Part B (by Foreign National)
- Copy of Wayne State University's offer letter
- Copy of Description of Position
- Copy of Job Posting from WSU Online Hiring System (If Job Posting is not required, state so on top of the H-1B Request Form in big, bold letters.)
- Actual Wage Worksheet
- Copy of curriculum vitae
- Copy of beneficiary's passport showing validity date
- Copy of beneficiary's I-94(s), if the person is in the U.S.
- Copy of current/previous H-1B/H-4 approval notices (Provide all H-4 approval notices & non-WSU H-1B approval notices)
- Copy of I-140 Receipt/Approval Notice (If Applicable)
- Copy of EAD (If Applicable)
- Copy of Advance Parole (If Applicable)
- Form I-539 (if dependents in the U.S. – to be completed by dependents)
- A check for \$290 (effective 11/23/2010) payable to Department of Homeland Security for I-539
- Copy of dependent's passport & I-94 card
- Proof of relationship, such as a marriage certificate for a spouse and a birth certificate for children
- Other : _____