

## Non-immigrants documents checklist

Name:

Phone#:

E-mail:

1. 10<sup>th</sup> certificate with mark list
2. 12<sup>th</sup> certificate with mark list
3. Bachelor certificate with consolidated mark sheets
4. Master certificate with transcripts
5. Educational evaluation (only for candidates filing under General Quota)
6. All your experience letters (not offer letters)
7. Updated Resume
8. Passport scan copy (pdf) only pages with information (blank pages not required)
9. Non-immigrants questionnaire.
10. Proof of current status if you are in USA (eg. F1, H4, H1B, E3, TN, H1B1etc)
  - All visa documents while in USA to establish your legal stay
  - Current visa documents (I797 valid approval copies) and copy of I94
  - Your latest 3 pay statements (**only for H1B transfers**)
11. **If you are dependent visa holder**
  - your marriage certificate
  - Visa documents (I-797, and I94) of your spouse and passport of spouse
  - your spouse's latest 3 pay statements
12. **If you are a student in USA**
  - Copies of All your I20s to show legal status
  - Copies of Your course completion certificate—transcripts and degree certificate (should be from a USA accredited college or you won't qualify for masters quota)
  - Copy of your OPT/EAD cards
  - If you are currently employed in USA on opt/cpt get client letters (we can worry about contracts etc.. if the case gets picked)