



**Innovative
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H1B Visa Sponsorship Filing Checklist

Required documents for ALL Candidates

- Copy of ALL Passport Pages (including blank pages)
- Immigration Documents, Copy of all US Visa(s), Approval Notices and I-94 Card (if currently present in the US)
- Educational Degrees and Transcripts/Marks Sheet - ALL
- Copies of Certificates, Awards, Courses, etc. (Note: all non-English documents must be accompanied by a certified translate)
- Education Evaluation
- SSN
- Recent paystubs, W2
- Experience letters from ex-employers
- Completed Entry/Exit Spreadsheet (travel history)

Additional Documents for H-4 Visa Holders

- Spouse's 3 most recent paystubs
- Spouse's H1 B Visa Approval Notice

Additional Documents for L-1 Visa Holders

- 3 most recent paystubs
- Most recent W2

Additional Documents for Students

- Copy of OPT work permit (EAD card)
- ALL I-20 forms