

H-1B Temporary Worker Travel

Documents Required for Travel

- Valid Passport
- Valid Visa
- Copy of I-797 H Approval Notice
- Employment Verification Form (LSUHSC employees must obtain employment verification using the Work Number system.)
- (2) Most recent pay check stubs (additional evidence of continued employment and financial resources)
- Entire copy of the I-129 petition with LCA and supporting documents

If you will apply for a new visa before returning to the United States:

- Original I-797 H Approval Notice (International Services will loan you the Original I-797 H approval notice for the purpose of applying for a new visa. The original I-797 must be returned to the International Services Office immediately after your return for the Public Inspection File)
- Letter prepared by International Services to present at your visa application appointment

Form I-94 (Arrival / Departure Record):

Upon U.S. reentry make sure that the newly issued form I-94 expiration date matches the end date on the I-797 H Approval Notice. Although there is no automatic grace period for H status after the period of authorized stay ends, on occasion, an additional 10 day grace period may be added to the status end date shown on the form I-94.

Nonimmigrant traveling to Canada or Mexico for 30 days or less should not be required to surrender form I-94 Departure Record. (When the current form I-94 Departure Record is not surrendered upon departure, please DO NOT accept a second form I-94 upon your return. You should never have more than (1) handwritten form I-94)

Please provide a copy of the newly issued form I-94 (front and back) and any other newly issued documents, *visa, passport, etc.* to the International Services Office immediately upon your return.

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I-94 Automation

CBP has announced it will begin an automated system for issuance of Form I-94 at **SEA and AIR Ports of Entry** on April 30, 2013. **This does not include LAND Ports of Entry.** The implementation of this automated system will take place over four weeks according to the **schedule posted on the CBP [website](#).**

If you will be initially entering or re-entering the U.S. on or after April 30, 2013 but before May 21, 2013: You MAY not receive a Form I-94 to complete with your personal information, as has been done previously. Instead, travelers' personal information will be obtained electronically directly from their U.S. entry visa or Foreign Passport (if visa exempt). It is extremely important that the U.S. entry visa or passport contain correct information. Incorrect information can cause difficulty and delay in obtaining a copy of the electronic I-94.

If you enter the U.S. after May 21, 2013, you will likely NOT receive a Form I-94, as was previously the case. Instead, travelers' personal information will be obtained electronically directly from their U.S. entry visa or Foreign Passport (if visa exempt). It is extremely important that the U.S. entry visa or passport contain correct information. Incorrect information can cause difficulty and delay in obtaining a copy of the electronic I-94.

Form I-94 will be generated electronically, and may be obtained from the [CBP website](#) using each traveler's information. You should receive an information sheet with specific and detailed instructions from CBP on how to access and print out your Form I-94 for employment (I-9) and other benefit purposes (DMV, SSA).

There are no other changes to the admission requirements or procedures. You must still possess a valid, passport, entry visa (unless exempt) and DS-2019/I-20/I-797 Approval Notice as applicable to enter the U.S.

There are no changes in departure procedures. If you have a paper Form I-94, you should still ensure that it is surrendered upon your exit **UNLESS** you plan to use Automatic Visa Revalidation to re-enter the U.S. **If you plan to use Automatic Visa Revalidation, you should retain your paper I-94.** If you re-enter after May 21, 2013, you should then have an electronic I-94 generated for you using the information on your entry visa or passport. Subsequent entries made after May 21, 2013 will not require a paper I-94 for Automatic Visa Revalidation, but it is advisable to carry a printed copy of the electronic I-94 with you.

Persons who will still receive Paper Form I-94 after May 21, 2013 include:

- Persons traveling without a passport or travel document
- Persons who go through secondary inspection
- Persons traveling through LAND ports of entry (Canada and Mexico)
- Persons changing their immigration status within the U.S. (Form will still be attached to I-797 Notice)

Some additional information can be found [here](#).