

TN PRECLEARANCE CHECKLIST

For persons who **do NOT have an approved I-129 for TN status** planning to travel and enter (or re-enter) the U.S. in TN status

ALL APPLICANTS MUST HAVE A VALID PASSPORT AND MEXICAN NATIONALS MUST HAVE A VALID TN ENTRY VISA.

ALWAYS PRESENT ORIGINAL DOCUMENTS IF POSSIBLE!

- 1. Copy/Original Department/ISO TN Support Letter
- 2. Copy/Original Letter of offer OR employment contract, if available
- 3. Copy/Original of ALL diploma(s)/certificate(s) and licenses required by the TN Occupation List
- 4. Copy/Original of transcript if your field of study is not indicated on degree (highly recommended)
- 5. Copy/Original Credentials evaluation if degree earned abroad (highly recommended, but not required; for a list of evaluators, go to: <http://www.naces.org/members.htm>) (Applicable U.S. Degree Equivalency Certification is **HIGHLY RECOMMENDED** if degree obtained from non-U.S. Institution)
- 6. Current Curriculum Vitae (Résumé)
- 7. Unaltered Original Documents and Translation form, if applicable.
- 8. If previously in the US: copy of most recent I-94 (**front and back**), and copy/original EAD card, I-20, DS-2019 or I-797 Approval Notice, as applicable for most recent status.
- 9. Copy of [NAFTA TN Occupation List](#) showing category requested
- 10. Copy/Original Health Care Worker Certification if seeking admission in one of the categories listed in [8 C.F.R. § 212.15\(c\)](#). (1) Licensed Practical Nurses, Licensed Vocational Nurses, and Registered Nurses. (2) Occupational Therapists. (3) Physical Therapists. (4) Speech Language Pathologists and Audiologists. (5) Medical Technologists (Clinical Laboratory Scientists) (6) Physician Assistants (7) Medical Technicians (Clinical Laboratory Technicians). Certificates can be obtained from several organizations, including: CGFNS: The Commission on Graduates of Foreign Nursing Schools <http://www.cgfns.org> (Authorized to issue certificates for all 7 health care occupations-Visa Screen).

TD PRECLEARANCE CHECKLIST

For persons who **do NOT have an approved I-129 for TD status** planning to travel and enter (or re-enter) the U.S. in TD (TN dependent) status

ALL APPLICANTS MUST HAVE A VALID PASSPORT AND NON-CANADIAN NATIONALS MUST HAVE A VALID TD ENTRY VISA.

ALWAYS PRESENT ORIGINAL DOCUMENTS IF POSSIBLE!

If traveling with TN applicant:

- 1. Copy/Original Department/ISO TD Support Letter
- 2. Copy/Original Letter of offer OR employment contract for TN principal/Evidence of financial support
- 3. Evidence of qualifying TD relationship (birth certificate for child, marriage document for spouse)

If traveling separately from TN beneficiary, in addition to above, also carry:

- 4. Copies of documents evidencing TN admission/status (I-94, I-797 Approval Notice)

NOTE: FOREIGN LANGUAGE DOCUMENTS, including diplomas, should be presented with CERTIFIED/OFFICIAL translations. The translator should certify he/she is competent to translate and the translation is accurate. The certification format should include the certifier's name, signature, and date of certification.

UNALTERED ORIGINAL DOCUMENTS

TO THE UNITED STATES CITIZENSHIP AND IMMIGRATION SERVICES/
U.S. CUSTOMS AND BORDER PATROL

Copies of documents submitted are exact copies of unaltered original documents. I understand that I may be required to submit original documents to an Immigration or Consular official at a later date.

Print Name of Worker

Signature of Worker

Date Signed

TRANSLATION OF FOREIGN LANGUAGE DOCUMENT(S)

(Translations must be done by someone other than yourself *or immediate family members.*)

I, _____ do hereby certify that I am competent to translate from _____ into English and that the attached is an accurate translation of the original document.

Print Name of Translator

Signature of Translator

Date Signed

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](#) (not yet active) 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](#).