

LIST OF DOCUMENTS REQUIRED FOR PERMANENT RESIDENCY PROCESSING

1. Copy of the passport (all pages with biographical information and U.S. visa stamps)
2. Copy of your I-94 card from your last entry into the U.S. (*Front and Back*)
3. Copy of **all** diploma(s) **and** transcripts, certificates or licenses, and any credential evaluation
4. Current address and all contact information.
5. Last permanent address outside of the U.S.
6. Copy of social security card
7. Resume
8. Copy of **all** previous approval notices (I-797 forms, IAP-66, DS-2019)
9. Copies of any experience letters
10. Names, date of birth and country of birth for spouse and children (if applicable)
11. Copy of I-94 card (front & back) and any other visa information for spouse and children.
12. Job title, detailed job description and current salary specifications.
13. Copy of latest paycheck
14. Copy of photo I.D.
15. Copy of W-2 forms for last available year.
16. At the end of your case, when we file for the adjustment of status, we will also need the following documents (if you have not already sent them). As they make take several months to locate and send to us, we would like to take this opportunity to advise you of these documents, necessary to complete your case:
 - ❑ *Copy* of your birth certificate along with translation (**Note: School and Hospital certificates are NOT acceptable**)
 - ❑ *Copy* of your marriage certificate along with translation (if applicable)
 - ❑ *Copies* of the birth certificates of your spouse and any children born abroad