



H-1B BENEFICIARY INFORMATION SHEET – CLINICAL EXTENSION

PLEASE NOTE: After this extension petition is filed with USCIS, you will continue to be authorized to work for up to 240 days beyond the end date of your current H-1B. You cannot travel internationally while the extension is pending. Current USCIS processing time is about 7 months. If you make international travel plans after this extension is filed, we will need a check for \$1,410 to request premium processing so that you will have an approval notice in hand before you leave the US. You must have a hard copy USCIS approval notice in order to apply for an H-1B visa at a US consulate/embassy abroad. You can renew your driver’s license at Alabama Department of Motor Vehicles (“DMV”) office in Birmingham with the original H-1B or H-4 receipt notice.

BIOGRAPHICAL INFORMATION UPDATE

Name _____
Last/Family Names First/Given Names

Male Female Prefer not to identify Married Single

If married, please complete the additional Dependents section

City of birth _____ State/province of birth _____

Country of birth Country of citizenship _____

Country of permanent residence outside the US _____

Date of birth _____ Social Security Number _____
MM/DD/YYYY

Current residential address in the US

Street name and number Apartment Number

City State ZIP Code

Phone _____ Non-work email address _____

Residential address in home country

Street name and number Apartment Number

City State/Province Postal Code

IMMIGRATION UPDATE

Do you have an approved Form I-140? If so, what category? _____ Yes No

If so, is your spouse currently working on an H-4 EAD? Yes No

Does your spouse have an approved Form I-140? If so, what category? _____ Yes No

Do you have a pending adjustment of status (“green card”) application? Yes No

Are you working with an outside attorney on a green card application? Yes No

Do you have a pending asylum application? Yes No

When you need to apply for a visa, which US embassy/consulate do you use? (city) _____

DEPENDENTS

Will your spouse need an H-4 status extension? Yes No

If no, what immigration status does your spouse currently hold? _____

Does your spouse need to renew an H-4 EAD? Yes No

Will your children born outside the US need an H-4 status extension? Yes No

If no, what immigration status does your child currently hold? _____

Spouse name: _____ Male Female Prefer not to identify

Spouse email: _____ Spouse phone number: _____

Spouse SSN: _____

Spouse residential address in home country **outside the US:**

Street

Apartment/House/Block Number

City

State/Province

Postal Code

Child name: _____ Male Female Prefer not to identify

Child name: _____ Male Female Prefer not to identify

Child name: _____ Male Female Prefer not to identify

REQUIRED DOCUMENTS

Please complete and email this form to arainey1@uab.edu and copy zoeguy@uab.edu along with pdf copies **of ALL** of the following documents. Please do not send pictures or screen shots of the documents. We cannot file the H-1B **petition** without **ALL** necessary documents. Please send **all** attachments in **one** email or via Dropbox/Box.

- Current CV
- Current Alabama medical license (Please note: if you hold a restricted or special Alabama license, we can extend the H-1B only one year at a time; once you hold an unrestricted license, we can extend the H-1B for a full three years.)

- Biographical/identification page of your valid passport (if renewed since last H-1B filing)
- Any new US visa stamps received since last filing (not entry/exit ink stamps—just the physical visa stamps)
- Most recent [Form I-94](#)
- All new immigration documents since last filing (e.g., I-140 receipt or approval notice, I-485 receipt notice, etc.)
- [Education equivalency evaluation](#) for medical degree earned outside the US

The federal immigration regulations governing the H-1B process [8 CFR § 212.4(h)(4)(iii)(C)(2)] require an education equivalency evaluation for all degrees earned outside the US. Education equivalency (confirmation that your international degree is equivalent to obtaining a certain degree as awarded by a US institution) is not the same as education verification (which merely confirms that you received a certain degree). It is UAB policy to include an education equivalency evaluation with every H-1B petition in order to avoid a delay in adjudication in the event that USCIS issues a Request for Evidence (RFE) asking for the evaluation. Please begin the process of obtaining an education equivalency evaluation as soon as possible to avoid delays in filing your petition. USCIS routinely accepts evaluations provided by members of NACES and [Lisano](#) International.

- Three most recent pay statements from **both** UAB and HSF (if dually-appointed)

If dependents (*i.e.*, spouse and/or unmarried children under age 21) need extensions, please provide **ALL of the following information for each family member, as relevant:**

- Biographical page of current, valid passport (if renewed since last H-4 filing)
- Any new US visa stamps received since last filing
- Most recent Form I-94, printed from <https://i94.cbp.dhs.gov/i94/#/home>
- All new immigration documents since last filing (e.g., I-140 approval, receipt notice for I-485, etc.)
- Marriage certificate, if married since last filing (with notarized translation, if not in English)
- Birth certificate, if child born outside US since last filing (with notarized translation, if not in English)