

**THE UNIVERSITY OF TENNESSEE, KNOXVILLE**  
**H-1B APPLICANT INFORMATION FORM**

This form is used to provide information about a UT employee (current or prospective) who will be the beneficiary of an H-1B petition. The form should be completed and signed by the H-1B beneficiary and submitted to the Center for International Education with the "Request for H-1B Petition" form. Faxed forms are accepted. **PLEASE ANSWER ALL QUESTIONS (Or write "none" if question does not apply.) (NOTE: This is an internal University of Tennessee Form. It will not be submitted to the U.S. Government.)** If there are questions about this form, call Wendy Syer at 865-974-3177 (E-Mail: syer@utk.edu).

1. Full Name \_\_\_\_\_ 2. U.S. Social Security Number \_\_\_\_\_  
Family Name (in CAPS) First Middle

3. Any other names used, now or in the past: \_\_\_\_\_

4. Address of current **residence** (Do not use P.O. Box or work address) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Current mailing address (if different) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Current Telephone Number \_\_\_\_\_ (Home)  
\_\_\_\_\_ (Work)

7. Current Fax Number \_\_\_\_\_

8. Current E-mail: \_\_\_\_\_

9. Date of Birth \_\_\_\_\_ 10. A# (If any) \_\_\_\_\_  
Month Day Year (From EAD or written on I-140 approval)

11. City of Birth \_\_\_\_\_ 12. State/Province of Birth \_\_\_\_\_

13. Country of Birth \_\_\_\_\_ 14. Country of Citizenship \_\_\_\_\_

15. Country of legal permanent residence: \_\_\_\_\_

16. Passport Number \_\_\_\_\_ 17. Date passport issued \_\_\_\_\_ 18. Passport expiration date \_\_\_\_\_  
Month Day Year Month Day Year

19. Are you currently in the U.S.? \_\_\_\_\_ Yes \_\_\_\_\_ No

20. If you are currently in U.S., answer the following:

a. (Last) date of arrival \_\_\_\_\_ b. Admission Number on I-94 \_\_\_\_\_

c. Current immigration status \_\_\_\_\_ d. Date current status expires \_\_\_\_\_

21. Please check one:

\_\_\_\_\_ I am in the U.S. and am requesting a change to or extension of H-1B status  
(Check one) \_\_\_\_\_ As soon as possible Or \_\_\_\_\_ To be effective on \_\_\_\_\_  
Date

\_\_\_\_\_ I will apply for an H-1B visa at the U.S. Consulate at \_\_\_\_\_  
City

\_\_\_\_\_ I am a citizen of Canada and will enter U.S. at \_\_\_\_\_  
Port of Entry

22. Which U.S. Consulate is closest to your home in your home country? \_\_\_\_\_  
[Canadians give usual port of entry or airport of departure from Canada] **[Please answer this question, even if you are in the U.S.]**

23. If you are in U.S., are you planning to leave U.S. within next 6 months for any reason? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, give dates: \_\_\_\_\_

**IMPORTANT! Please inform the UT Center for International Education of any change in travel plans**

24. Your address in home country \_\_\_\_\_

25. Provide the following information about your highest degree:

- a. Level of degree (M.A., Ph. D. etc.) \_\_\_\_\_ b. Date awarded \_\_\_\_\_ c. Major \_\_\_\_\_
- d. Institution which issued degree \_\_\_\_\_
- e. Address of institution \_\_\_\_\_

26. Current occupation \_\_\_\_\_

27. List spouse and children (under 21) (Use extra paper if necessary)

Name	Relationship	Date of Birth	Currently In U.S.? (Yes.No)	Current Immigration Status	Applying for/ Extending H-4 Status?
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

PLEASE ANSWER ALL OF THE FOLLOWING:

- 28. Are you (or your dependents) in removal (Deportation) proceedings with the USCIS? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Have you ever had an H-1B petition approved for you by the U.S. Government? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Have you ever had an H-1B petition denied by the U.S. Government? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Has an I-140 petition (Permanent Resident petition) been filed on your behalf? (by you or by an employer) \_\_\_\_\_ Yes \_\_\_\_\_ No
- Have you applied for adjustment of status to Permanent Residence (Form I-485)? \_\_\_\_\_ Yes \_\_\_\_\_ No

**If you answered yes to any question in Item 25, please explain, and provide copies of all related documents (Example: provide copies of all previous H-1B approvals or denials. If possible, provide copies of I-94's for all previous H-1B periods.)**

29. Please give any immigration status for yourself since your first arrival in the U.S. If your dependent(s) is/are applying for an extension of or change to H-4 status, please give their U.S. immigration history as well. Short visits as Visitors (B-1/B-2 or WB/WT) do not need exact dates (Example: "approximately 15 days in 1999"). (Use additional paper if necessary)

Name	Immigration Status	Dates		School, Employer, or Program Sponsor (Except Visitor status)
		From	To	
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I certify that the above information is correct. I request that The University of Tennessee submit an H-1B petition on my behalf. I also request a change of status to H-1B if so indicated in Item #13.

\_\_\_\_\_  
Signature of H-1B Applicant

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date