H-1B TRAVEL INSTRUCTIONS
[Last updated March 2018]

In order to re-enter the U.S. after international travel, please ensure you have the following in your possession:

1) A passport valid at least six months into the future from the date you enter the U.S.;

2) A valid H-1B visa stamp in your passport (*citizens of Canada are visa stamp exempt and do not require a visa to enter the U.S. ** travelers to Canada or Mexico for 30 days or less may be eligible for automatic visa revalidation);

3) The original Form I-797 (H-1B approval notice), which shows your H-1B approval for New York University; and

4) A copy of the complete H-1B petition NYU filed with USCIS including most importantly a copy of:
   a) Form I-129 (H-1B application)
   b) Form ETA 9035 (Labor Condition Application)
   c) Employment letter from your Department signed by the Chair which confirms your salary, title, and employment dates (If the letter filed with your case is older than 6 months from your planned date of entry to the U.S., please obtain an updated one from your Department).

Note: IF YOU HAVE A PENDING PERMANENT RESIDENT PETITION FILED BY NYU AND WILL BE RE-ENTERING THE U.S. IN H-1B STATUS, PLEASE ALSO CARRY A COPY OF YOUR I-140 IMMIGRANT VISA RECEIPT/APPROVAL NOTICE AND YOUR I-485 ADJUSTMENT OF STATUS (I-485) RECEIPT NOTICE, AS APPLICABLE. PRESENT THIS DOCUMENTATION IF ASKED.

If you do not have a valid H-1B visa, you will need to apply for one at a U.S. embassy or consulate overseas. We urge you to visit the U.S. State Department’s website for information on process and procedures, and this website for information on wait times for obtaining visas at embassies and consulates overseas. PLEASE NOTE, ALTHOUGH MOST EMBASSIES/CONSULATES HAVE SIMILAR PROCESSES, CHECK WITH THE PARTICULAR EMBASSY/CONSULATE WHERE YOU WILL MAKE YOUR VISA STAMP APPLICATION AND FOLLOW THEIR INSTRUCTIONS EXACTLY.

Note on travel to Canada or Mexico: If you are traveling to Canada or Mexico for under 30 days, you may be eligible for automatic visa revalidation. Be sure to also check the entry visa requirements for the destination country.

Dependents in H-4 status: Dependents traveling with you should make sure to carry a valid passport with valid H-4 visa stamp for re-entry and a copy of your I-797 H-1B approval notice. If they need an H-4 visa, they must secure a visa stamp appointment and present the following to the U.S. Consular Official:

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1. evidence of their relationship to you (i.e., a marriage and/or birth certificate)
2. documentation showing financial support (this can be a brief letter from you if you intend to support them on your salary along with copy of your employment confirmation letter not older than 6 months from entry to the US)
3. your original I-797 approval notice for H-1B status (or their original I-797) showing proof of H-4 status, as applicable). If they are applying for an H-4 visa independent of you and do not have their own original I-797 approval notice for H-4 status, they should submit your original I-797 H-1B approval notice.

I-94 information: The I-94 record is the Arrival/Departure Record issued by U.S. Customs and Border Protection (CBP) when you enter the U.S. OGS advises all scholars to print out the electronic I-94 record upon arrival to the U.S. CBP will issue paper I-94 records at all land borders and at secondary inspections. USCIS and other government departments in the U.S. require foreign nationals to submit a paper copy of the I-94 record when requesting certain benefits. Please note, if you don't plan to travel, nothing will change with your current I-94 record.

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