



Cover Sheet: I-140 EB-1 (Outstanding Researchers and Professors)

Important Note: Please do not submit this request until you have consulted your OIS Immigration Specialist to determine that an I-140 in this category is appropriate.

Department	
Contact Name	
Contact Email	
Contact Phone	Contact Fax
Intl Faculty/Staff Name	
Intl Faculty/Staff Email	

Please find attached the following documents:

From Department

- \$475 application fee check made out to the U.S. Department of Homeland Security
- Original and copy of the employment verification letter
- Two photocopies of the original/official hire/appointment letter

From International Faculty/Staff Member

- Original and copy of letters of recommendation from recognized experts in the field (5-6 letters)
- Two copies of documentation establishing at least three years teaching or research experience
- Two copies of the passport identification page (and page with extension of validity, if appropriate)
- Two copies of evidence of all post-secondary degrees (including English translation if in a language other than English)
- Two copies of the most recent curriculum vitae or resume
- Two copies of evidence meeting the evidentiary standard for an Outstanding Professor or Researcher (see the [EB-1 Information Packet](#) on the OIS web site for more details)
- (if applicable) Two copies of an official foreign academic credential evaluation for the highest relevant degree.
- (if applicable) Two copies of I-797 Receipt/Approval Notices for I-140/I-485 petitions

Notes:

YOUR LPR REQUEST WILL BE PROCESSED WITHIN 8 WEEKS OF RECEIPT OF ALL MATERIALS