



OFFICE OF INTERNATIONAL SERVICES

University Center for International Studies
University of Pittsburgh

Visa Renewal Document Checklist

Please note that you should review the U.S. consulate's website for your home country for the required forms needed, fees, and other requirements. Also, review these [ten tips](#) on what you should remember when applying to renew your visa.

F-1 Student/ J-1 Students & Dependents

- All I-20(s) or DS-2019(s)
- Passport
- Official [Transcripts](#)
- SEVIS [Fee Receipt](#) (click on "Check I-901 Status" button)
- Documentation of finances, which corresponds to what is listed on your most recent I-20/DS-2019
- Documents showing your "non-immigrant intent" (i.e. documents which help to prove your ties to your home country and verify that you have no intentions of immigrating to the U.S.)
- Graduate Students** - CV/resume, complete list of publications, professional/research references
- Graduate Students** - Letter from your advisor explaining your academic research
- OPT Participants** - photocopy of your EAD and job offer letter

J-1 Scholars & Dependents

- All DS-2019s
- Passport
- Letter of invitation
- Documentation of finances, which corresponds to what is listed on your most recent DS-2019
- SEVIS [Fee Receipt](#) (click on "Check I-901 Status" button)
- CV/resume, complete list of publications, professional/research references

H-1B or O-1 status (and Dependents)

- Most recent H-1B or O-1 approval notice
- Passport
- Copy of the I-129 petition
- Original Degree Certificates/ Certification of Evaluation (if necessary)
- Original letter from your department confirming your continued employment
- Pay Stubs from last 3 paychecks
- H-1B visa holders** - Copy of the Labor Condition Application (LAC)
- H-1B visa holders** - CV/resume, complete list of publications, professional/research references

More information about visa renewals

- Processing times can vary from country to country
- Check the U.S. State Department's [website](#) for the latest visa wait times and important news about visa processing
- Some applications will be subject to security clearances which in rare cases can cause delays
- OIS cannot influence processing times for clearance checks

DISCLAIMER: Please be advised that while OIS strives to ensure that the information contained in all of our communications is accurate and up to date, the office cannot assume responsibility for any errors or misinformation. It is ultimately your responsibility to maintain your legal nonimmigrant status at all times and to comply fully with University policies/procedures. This handout is not intended to take the place of person-to-person consultation. You are strongly advised to contact a qualified staff member in OIS if you have specific questions prior to taking action based on any information contained herein. You may also want to access the OIS website (www.ois.pitt.edu).