

R visa Document Requirement List

Once a case is formally initiated with us, you will be assigned a case manager. The case manager will provide a secure way for you to send documents to us. At that time, we will need legible copies of the following documents.

Documents	Comments	Original	Extension
From alien:			
Passport		X	
Copy of all pertinent university and seminary degrees	Clearly showing all stamps, seals and signatures	X	
Professional Resume (CV)		X	X
Evidence of prior R-1 employment	If applicable	X	
Certificate of ordination		X	
From dependent family members:			
Passport	For all dependents	X	
Copy of marriage certificate	For dependent spouse	X	
Copy of birth certificates	For dependent children	X	
From Church/Religious Organization:			
501(c)3 letter		X	
Constitution and bylaws		X	
Organizational literature		X	
Evidence of denominational affiliation		X	
Most recent financial report		X	X
Current/future budget		X	X
Job description for R-1 candidate		X	X
Brief description of others on staff		X	X