

TN-2 (Mexican) Documentation Requirements

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
Passport and I-94	All pages containing alien personal data, US visas and I-94 (front and back).	X	X
Complete Professional Resume (CV).	Must show all pertinent work experience – be specific	X	X
Official name change(s) (if any).	Required if any documents have a name different than your passport	X	X
Certificate of Citizenship	If not born in country issuing passport	X	X
Previous CIS Petition(s) submitted/received for any US visa(s) & Alien #	<i>Whether or not visas were granted</i>		X
Copies of two recent pay stubs or W-2 to substantiate current employment			X
If alien has bachelor's degree or higher			
Official Diploma(s) for all degrees, whether or not they were earned in the US.	Clearly showing all stamps, seals and signatures.	X	
Transcripts of the course work for each degree(s), needed only for degrees issued by a non-US university or for degrees issued by a US university where the field of study (e.g. Computer Science) is not printed on the diploma.	Must show course descriptions, grades received, dates, etc.	X	
If alien does not have a bachelor's degree or higher			
Copies of Official Diploma of highest degree earned.		X	
Transcripts of the course work for each degree(s), needed only for degrees issued by a non-US university.	Must show course descriptions, grades received, dates, etc.	X	
Detailed chronological history of work experience showing at least 3 years of relevant work experience for each year of education required by the Specialty Occupation.	Must be very thorough, showing dates, companies, and specific duties performed.	X	
If alien's dependent family members (spouse and children) are in the U.S.			
Passport and I-94.	All pages containing alien personal data, visas and I-94 (front and back) Please indicate earliest date family member entered the US	X	X
Marriage Certificate	For dependent spouse	x	
Birth Certificates	For dependent children	x	
Previous Petition(s) submitted to CIS for any US visas (if available).	<i>Whether or not visas were granted.</i>	X	X