

H-1B PROCESS: Foreign National Hired → H1B Checklist documents submitted to IPO

IPO files Labor Conditions Application with Dept of Labor (7-21 days @ DOL)

Supplemental Export Control Certification for Form I-129 (timing depends upon deemed export issues - Dept. & OSP responsible)

IPO submits Claim Vouchers for Dept of Labor Checks (3-5 days at Accts Payable)



Approval of LCA & Export Control Certification + Checks are issued

Petition is completed by IPO and sent to USCIS California Service Center within 2-3 days. Department pays for FedEx costs or tracking purposes (overnight)

Department and IPO posts approved LCA in public areas for 10 days



Petition Received by USCIS (takes 1-2 weeks for IPO to receive Receipt Notice in the mail)

If employee is not "Porting" to the UI, must wait for Approval Notice

If employee is "Porting" to UI, employee is eligible to begin work on start date requested in H1B petition once Receipt Notice is in hand



Approval Notice (takes 3-6 months or more for approval by USCIS unless Premium Processing paid)

If employee is maintaining lawful status in the U.S., the status is changed to H1B, along with family members.

If outside U.S., or traveling following change of status, must obtain H1B visa at US Consulate, unless going for 30 days or less to Canada/Mexico (times vary for visa approvals)