**Definitions: Candidate Questionnaire**

## Case type – type of case being initiated with Fragomen.

Choose one:

* **1st Application** – first time applying for requested visa
* **Change of Employer** – candidate already has visa type but moving to UF from another institution
* **Extension** – requesting an extension of current visa type
* **Amendment** – amending parameters of current visa type
* **Extension & Amendment** – amending and extending current visa type
* **Other** – for any other visa as pre-approved by Fragomen. May be used with green card applicants

## Employee/Candidate Details

* **Given Name** – First name
* **Middle Name** – if any
* **Surname** – Last name
* **Alias/Nickname** – if any
* **Email** – include type from dropdown list – email address of employee/candidate that will remain active throughout the entire visa process. Fragomen will use this address to communicate with the applicant
* **Phone** – include type from dropdown list – phone number of employee/candidate that will remain active throughout the entire visa process. Fragomen will use this phone number to communicate with the applicant as needed.
* **Degree(s)** held – highest degree(s) held that qualifies them for the position.
* **Full Institution Name** – name of institution where degree was conferred
* **Field(s) of Study** – as listed on degree transcripts
* **Country** – country where institution is located
* **Academic Credential Equivalency** – if foreign-issued degree, the degree must have a third-party English translation, if applicable and a US-equivalency report

## Immigration Information

* **Citizenship** – country where citizenship is held
* **Country of Birth** – country where foreign national was born, if different than citizenship
* **Date of Birth** – click on calendar to choose correct date in dd-mm-yyyy format
* **Currently within US?** – does foreign national currently reside in the US
* **Current Immigration Status** – current visa or work authorization type
* **Expiration** – expiration date of current work authorization
* **Previous visas held** – list of previously used visa types
* **J-1 program participant** – if J-1 is listed in Previous visas held field
  + **Subject to 212(e)?** – yes or no – was foreign national subject to the two-year home residency requirement
    - If yes – mark whether the home residency requirement was fulfilled, or a waiver granted
* **Travel Plans in next 12 months**
  + When – list all approximate dates of when travel will take place
  + Where – list all destinations of travel
* **Documents Attached** – to be used to mark which documents are already on file, have been received, or still needed

Employee/Candidate Questionnaire

### Case Type

**O-1 E3 TN H-1B Choose an item. Other**

### Employee/Candidate Details

**Given Name:** Click or tap here to enter text. **Middle Name:** Click or tap here to enter text.

**Surname:** Click or tap here to enter text.

**Alias/Nickname:** Click or tap here to enter text.

**Email:** Click or tap here to enter text. **Phone:**Click or tap here to enter text.

**Degree(s) Held:** Click or tap here to enter text.

**Full Institution Name:**Click or tap here to enter text.

**Field(s) of Study:** Click or tap here to enter text. **Country:**Click or tap here to enter text.

[**Academic Credential Evaluation Needed**](https://hr.ufl.edu/manager-resources/recruitment-staffing/immigration-compliance-services/academic-credential-evaluation/) **(ACE)?** Choose an item.

If foreign-issued degree, the degree must have a third-party English translation, if applicable, and a U.S. equivalency report.

### Immigration Information

**Citizenship:**Click or tap here to enter text.

**Country of Birth:** Click or tap here to enter text.

**Date of Birth:** Click or tap to enter a date.

**Currently within U.S.:** Click or tap here to enter text.

**Current Immigration Status:** Click or tap here to enter text.

**Expiration:** Click or tap to enter a date.

**Previous Visas Held:** Click or tap here to enter text.

**J-1 Program Participant:**

**Subject to 212(e)?** Choose an item.

*If Yes***:  2-Year Home Residency Fulfilled  I-612 Waiver Obtained**

### Travel Plans

|  |  |
| --- | --- |
| When | Where |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |

### Attached Documents

**Important Note**: Be prepared to provide many of the same documents directly to Fragomen once the case has been accepted by them.

**Resume**

**ACE**

**Degree**

**Degree Transcripts**

**Passport Pages**

**Latest I-94**

**Latest Travel History**

**All I-20’s, DS2019’s, Employment Authorization Card(s)**

**All Receipt and/or Approval Notices to active green car applications**

**212(e) waiver or proof of home residency**