



## English

### **REQUIREMENTS FOR AN ADJUSTMENT OF STATUS!**

1. BIRTH CERTIFICATES OF PETITIONER AND BENEFICIARY
  2. MARRIAGE CERT.
  3. DIVORCE CERT. "Death certificate if applicable".
  4. 2011, INCOME TAX WITH W-2
  5. EMPLOYMENT LETTER FROM A SUPERVISOR OR ABOVE.
    - a. THE EMPLOYMENT LETTER HAS TO MENTION AT LEAST THESE 3 TOPICS.
      - i. Length of employment with the company.
      - ii. How trustworthy are you.
      - iii. The amount of money been paid by hour/week/be-weekly or month.
  6. RESIDENT ALIEN CARD OR NATURALIZATION CERTIFICATE "If you are born in the United States Please disregard this requirement"
  7. SOCIAL SECURITY CARD.
  8. RESIDENCY HISTORY FOR THE LAST 5 YEARS. "Complete address"
  9. EMPLOYMENT HISTORY FOR THE LAST 5 YEARS. "Complete address"
  10. 2 PHOTOS FROM THE PETITIONER & 6 PHOTOS FOR EACH BENEFICIARY "2X2 U.S. Passport Style"
  11. LEGAL ENTRY DOCUMENTS
  12. PHYSICAL EXAMINATION. "Only by an US CITIZESHIP AND IMMIGRATION SERVICE Authorized Physician"
- NOTE: IF YOU NEED A JOINT SPONSOR, PLEASE ASK THIS FROM HIM/HER.

- A. 2011, INCOME TAX W/W-2
- B. LETTER OF EMPLOYMENT
- C. LEGAL STATUS IN THE COUNTRY. "Birth Cert./Green Card/Nat's Cert.  
"If the Joint Sponsor is married, we will need the same items from the wife/husband.