DOCUMENT CHECKLIST

- **(optional) G-1145**
  - The G-1145 is an optional document that if included should be at the top of your application. This one-page form grants permission to USCIS to send you electronic notifications regarding your application. Your receipt number (the number associated with your application) is included in this correspondence and is useful when contacting USCIS with questions or when looking up case status information. Regardless of whether you submit the G-1145, you will still receive paper notifications regarding your case from USCIS to the address you listed on the I-765.

- **Personal check or money order for $410.00**
  - Make the check/money order out to the U.S. Department of Homeland Security
  - Do not send cash or any amount other than $410.00

- **Two passport style photographs no more than six months old**
  - Reference the U.S. government guidelines for more detailed information on passport style pictures.

- **Original I-765 (not a photocopy) signed with a wet-ink signature.**
  - Failure to sign in the correct place is likely to result in the denial of your application
  - Be sure to make any corrections recommended by your advisor if you agree with the changes.
  - Include all pages of the I-765 - even if they are blank!

- **Photocopy of your NEW I-765 from the ISSS**
  - Don’t forget to sign your I-765 before you make a copy

- **Photocopies of all your previously issued I-20s** from NAU or any other prior institutions

- **Copy of your most recently issued I-94**

- **Copy of your passport** identification/signature page and the page showing the expiration date

- **Copy of your most recently issued F-1 visa stamp**