



U.S. Citizenship  
and Immigration  
Services

# USCIS H-1B ONLINE REGISTRATION FOR REGISTRANTS



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02/06/2020

# NAVIGATING TO myUSCIS



U.S. Citizenship  
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Services

Official Website of the Department of Homeland Security 多種語言資源

U.S. Citizenship and Immigration Services Search our Site   Need Help? Ask Emma

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# USCIS ONLINE ACCOUNT CREATION



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Explore ▾ Resources ▾ Sign in Sign up

## myUSCIS

✓ myUSCIS makes immigration simpler

myUSCIS provides a personalized account to help you navigate the immigration process. On myUSCIS, you will find:

- Up-to-date information about the application process for immigration benefits;
- Tools to help you prepare for filing and help finding citizenship preparation classes; and
- Information to help explore your immigration options.

Sign up

📱 Try us on mobile

You can use myUSCIS anytime and on any device.

# USCIS ONLINE ACCOUNT CREATION




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# USCIS ONLINE ACCOUNT CREATION



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U.S. Citizenship  
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## Sign Up

Your USCIS account is only for you. Do not create a shared account with family or friends. Individual accounts allow us to best serve you and protect your personal information.

You must provide your email address below if you are the one who is filing a form online, submitting an online request, or tracking a case.

Email

1

2

Email confirmation

Your email address is used to log in to your USCIS Account. All USCIS email communications will be sent to this address.

Sign Up

Already have an account?

[Sign In](#)

### Legal

- [Department of Homeland Security Consent](#)
- [DHS Privacy Notice](#)
- [Paper Reduction Act Burden Disclosure Notice](#)

# USCIS ONLINE ACCOUNT CREATION



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## Create a Password

Your password must be between 8 and 64 characters, and can contain letters, numbers, special characters and emojis.

Password Tips

Password

Show Password

Password strength:

Password confirmation

Show Password

Submit

# USCIS ONLINE ACCOUNT CREATION



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## Two-Step Verification Method

Every time you log in, you will be given a verification code. What is your preferred method to receive your verification code?

- Use an Authentication App**  
Retrieve codes from an authentication app (such as Authy or Google Authenticator) on your mobile device.

What is an  
Authentication  
App?

- SMS Text Message**  
Receive a text message to your mobile device when signing in.

- Email**  
Receive an Email when signing in.

You can use most Time-Based, One-Time Password (TOTP) applications for added security, which will ask you to enter a unique verification code generated by the selected application on your mobile device.

USCIS advises that you read the privacy policies of any application you use, especially if you share any personal information. USCIS is not responsible for the information collection practices of non-USCIS applications.

Submit

# USCIS ONLINE ACCOUNT CREATION



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Official website of the Department of Homeland Security

[Sign Out](#)



U.S. Citizenship  
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Two-step verification successful.

## Provide Password Reset Answers

Set five security questions. You must remember the answers to these questions if you ever need to reset your password.

### Question #1

What is the last name of your favorite childhood teacher?

### Question #1 Response

### Question #2

In what city/town did you meet your spouse?

### Question #2 Response

### Question #3

What is the name of the company of your first paid job?

### Question #3 Response

AILA Doc. No. 20020635. (Posted 2/7/20)



# H-1B ACCOUNT TYPE



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## Account Type

Select an account type:

- I am an applicant, petitioner, or requestor.
  - USCIS only offers certain benefit types for online filing. Please refer to [uscis.gov](https://uscis.gov) for further guidance.
  - You cannot file an H-1B Registration with this account type.
- I am a Legal Representative.
  - I am an attorney eligible to practice law in the United States.
  - I am an accredited representative of a qualified organization that is recognized by the Department of Justice in accordance with 8 CFR part 1292.
- I am an H-1B registrant.
  - A registrant account can be used only to submit H-1B Registrations.
  - If you are an attorney or accredited representative that requires the submission of a Form G-28 and are submitting H-1B Registrations on behalf of an H-1B employer or agent, you must use a Legal Representative account.



Next

# H-1B REGISTRATION



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[H-1B Registrations](#)

[Account Settings](#)

## H-1B Registrations

The H-1B Registration period is open.

- The H-1B Registration period will open from noon Eastern Time on March 1, 2020 to noon Eastern Time on March 20, 2020.
- Submitting a H-1B Registration does not guarantee an H-1B Visa.
- H-1B Registrations will NOT be accepted through the U.S. Postal Service.

You have not started a registration.

Create, manage, and submit your registration here.

[File a registration](#)

Received a passcode from your attorney or representative?

Review and sign the G-28 and H-1B registrations prepared for you by your attorney or representative.

[Enter representative passcode](#)

**AILA Doc. No. 20020635. (Posted 2/7/20)**

# H-1B REGISTRATION



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## H-1B Registration

U.S. employers or agents who seek to obtain H-1B nonimmigrant classification on behalf of an individual subject to the H-1B numerical allocations will need to submit a registration during a designated registration period, unless the registration requirement is suspended by USCIS.

The annual initial registration period will last a minimum of 14 calendar days and will start at least 14 calendar days before the earliest date on which H-1B cap-subject petitions may be filed for a particular fiscal year.

If a sufficient number of registrations projected as needed to reach the H-1B regular cap have not been received within the 14 days initial registration period, we will notify all registrants who have properly registered that their registrations have been selected. We will keep the registration open past the initial registration period until we have determined that we have received enough registrations projected as needed to meet the H-1B regular cap.

After the end of the initial registration period, if USCIS has received more registrations than needed to meet the projected number of registrations to reach the regular cap, we will randomly select a sufficient number of registrations. A similar process will apply for those who may be eligible for the numerically limited cap exemption. A Form I-129, Petition for a Nonimmigrant Worker, may then be filed by the employer based on a selected registration to request classification of the beneficiary as an H-1B worker.



### Before you start your registration



#### Eligibility

A U.S. employer or agent may file H-1B cap petitions, and as such, will be required to submit an H-1B Registration to be eligible to file the H-1B cap petition.

U.S. Employers: Person or entity in U.S. that: Engages a person to work in the U.S.; Has an employer-employee relationship with the beneficiary; and Has an FEIN.

Agents: A U.S. individual or company in business as an agent may file an H-1B Registration for workers who are traditionally self-employed or workers who use agents to arrange short-term employment on their behalf with numerous employers, and in cases where a foreign employer authorizes the agent to act on its behalf.



#### Duplicates

A registrant may only submit one registration per beneficiary in any fiscal year. If a registrant submits more than one registration per beneficiary in the same fiscal year, all those registration will be considered invalid.



#### Fee

Fee: \$10 per registration

We will send you to Pay.gov, our safe, secure payment website, to make your payment and submit your registration online. If your current document is incorrect due to a typographical or clerical error caused by USCIS, there is no fee.

#### Refund Policy

USCIS does not refund fees, regardless of any action we take on your application, petition, or request. By continuing this transaction, you acknowledge that you must submit fees in the exact amount and that you are paying the fees for a government service. You further agree that the filing fee, biometric fee, and any other paid costs related to this financial transaction are final and not refundable. Please refer to the instructions for the form(s) you are filing for additional information or you may call the USCIS Contact Center at 800-375-5283. For TTY (deaf or hard of hearing) 800-767-1833.

Next

# H-1B REGISTRATION



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## Completing your registration online



### We will automatically save your responses

We will automatically save your information when you select next to go to a new page or navigate to another section of the registration. We will save your draft information until the registration period closes.



### How to continue filling out your registration

After you start your registration, you can exit and sign in to your account again to continue where you left off.

## DHS Privacy Notice

**AUTHORITIES:** The information requested on this form is collected under the Immigration and Nationality Act sections 101(a)(15)(H)(i)(b) and 214(a), (c)(1), (g); 8 U.S. Code 1101(a)(15)(H)(i)(b) and 1184(a), (c)(1), and (g); and the regulatory authority under 8 Code of Federal Regulations 214.2(h).

**PURPOSE:** The primary purpose for providing the requested information on this form is to register prospective beneficiaries for the annual H-1B cap selection process. DHS uses the provided information to select a projected number of registrations needed to generate a sufficient number of H-1B cap petitions to reach the annual H-1B numerical limitations, including the advanced degree exemption, and associate selected registrations with subsequently filed H-1B cap petitions. Unless the registration requirement is suspended, a registrant must have a selected registration to be eligible to file an H-1B cap petition for the named beneficiary.

**DISCLOSURE:** The information you provide is voluntary. However, failure to provide the requested information may preclude you from filing an H-1B cap petition on the named beneficiary's behalf.

**ROUTINE USES:** DHS may share the information you provide on this form and any additional requested evidence with other Federal, state, local, and foreign government agencies and authorized organizations. DHS follows approved routine uses described in the associated published system of records notices [DHS-USCIS-007 Benefits Information System] and the published privacy impact assessments [DHS/USCIS/PIA-034(a) H-1B Registration Final Rule] which you can find at [www.dhs.gov/privacy](http://www.dhs.gov/privacy). DHS may also share this information, as appropriate, for law enforcement purposes or in the interest of national security.

## Paperwork Reduction Act

An agency may not conduct or sponsor information collection and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The public reporting burden for this collection of information is estimated at 30 minutes per response, including the time for reviewing instructions, gathering the required information, completing the application, preparing statements, and submitting the application electronically. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to:

U.S. Citizenship and Immigration Services, Regulatory Coordination Division  
Office of Policy and Strategy  
20 Massachusetts Ave NW  
Washington, DC 20529-2140

Do not mail your completed H-1B registration to this address.

OMB No. 1615-0144  
Expires: 1/31/2022

[Start](#)

# REGISTRANT INFORMATION



U.S. Citizenship  
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About Registrant

About Beneficiary

Review and Submit

Employer/Agent

Authorized Signatory

What is the legal name of the prospective petitioning company or organization?

If filing as an individual registrant, list the individual's legal name.

What is the Doing Business As name of the prospective petitioning company or organization?

Doing Business As (DBA) name is the operating name of a company, as opposed to the legal name of the company.

The prospective petitioning company or organization does not have a Doing Business As name.

What is the employer identification number (EIN) of the prospective petitioning company or organization?

If filing as an individual registrant, provide the registrant's Individual IRS Tax Number (SSN or ITIN).

What is the primary U.S. office address of the prospective petitioning company or organization?

USCIS notices will not be mailed to this address.

Address line 1

Street number and name

Address line 2

Apartment, suite, unit, or floor

City or town

State

ZIP code

Next



# SIGNATORY INFORMATION



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About Registrant

About Beneficiary

Review and Submit

Employer/Agent

Authorized Signatory

What is the authorized signatory's legal name?

Given name (first name)

Middle name (if applicable)

Family name (last name)

What is the authorized signatory's title?

What is the authorized signatory's contact information?

Daytime phone number

Email address

Next

# BENEFICIARY INFORMATION



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About Registrant

About Beneficiary

Review and Submit

Beneficiary Information

 Test Company

## Beneficiary Information

You may submit as many beneficiaries as you would like for one registrant (employer/agent) per registration.

[+ Add beneficiary](#)

[Next](#)

# BENEFICIARY INFORMATION



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About Beneficiary

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Beneficiary Information

Test Company

## Beneficiary Information

You may submit as many beneficiaries as you would like for one registrant (employer/agent) per registration.

What is the beneficiary's legal name?

Given Name (first name)

Beneficiary does not have a first name.

Middle Name

Beneficiary does not have a middle name.

Family Name (last name)

# BENEFICIARY INFORMATION



U.S. Citizenship  
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What is the beneficiary's gender?

- Male  
 Female

What is the beneficiary's date of birth?

MM/DD/YYYY

Does the beneficiary have a master's or higher degree from a U.S. institution of higher education such that the beneficiary is eligible for the advanced degree exemption under INA 214(g)(5)(C)?

- Yes  
 No

What is the beneficiary's country of birth?

What is the beneficiary's country of citizenship?

What is the beneficiary's passport number?

Beneficiary does not have a passport number.

Save Entry

Cancel

# BENEFICIARY INFORMATION



U.S. Citizenship  
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About Registrant **About Beneficiary** Review and Submit

Beneficiary Information

Test Company

## Beneficiary Information

You may submit as many beneficiaries as you would like for one registrant (employer/agent) per registration.

+ Add another beneficiary

Beneficiaries	
John Smith 08/12/1990	<a href="#">Edit</a> <a href="#">Delete</a>

There is 1 beneficiary.

Next

About Registrant About Beneficiary **Review and Submit**

Beneficiary Information

Test Company

## Beneficiary Information

You may submit as many beneficiaries as you would like for one registrant (employer/agent) per registration.

+ Add another beneficiary

Beneficiaries	
Sarah Brown 12/09/1999	<a href="#">Edit</a> <a href="#">Delete</a>
John Smith 08/12/1990	<a href="#">Edit</a> <a href="#">Delete</a>

There are 2 beneficiaries.

Next



# REVIEW AND SUBMIT



U.S. Citizenship  
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Review and Submit

Review

## Check your registration before you submit

We will review your registration to check for completeness before you submit it.

We encourage you to provide as many responses as you can throughout the registration to the best of your knowledge. Missing information can slow down the review process after you submit your registration.

You can return to this page to review your registration as many times as you want before you submit it.

[Review registration](#)

[← Back](#)

# REVIEW AND SUBMIT



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Authorized Signatory  
Signature

## Check your registration before you submit

We will review your registration to check for completeness before you submit it.

We encourage you to provide as many responses as you can throughout the registration to the best of your knowledge. Missing information can slow down the review process after you submit your registration.

You can return to this page to review your registration as many times as you want before you submit it.

### Your fee

**i** Your form filing fee is: **\$20.00**

Refund Policy: USCIS does not refund fees, regardless of any action we take on your application, petition, or request. By continuing this transaction, you acknowledge that you must submit fees in the exact amount and that you are paying the fees for a government service.

### Alerts and warnings

A green alert means you have completed all required fields and responses.

**✓** We found no alerts or warnings in your registration

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# REVIEW AND SUBMIT



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## H-1B Registration Summary



Here is a summary of all the information you provided in your registration.

Make sure you have provided responses for everything that applies to you before you submit your registration. You can edit your responses by going to each registration section using the site navigation.

### About Registrant

#### Employer/Agent

What is the legal name of the prospective petitioning company or organization? **Test Company**

What is the Doing Business As name of the prospective petitioning company or organization? **-**

What is the employer identification number (EIN) of the prospective petitioning company or organization? **00000000**

What is the primary U.S. office address of the prospective petitioning company or organization? **United States  
124 First Street  
Washington, DC, 20002**

### Authorized Signatory

What is the authorized signatory's legal name? **Jane Smith**

What is the authorized signatory's title? **HR Specialist**

What is the authorized signatory's contact information? **(290) 948-5765**

Email address **ebony\_regtest@test.com**

### About Beneficiary

#### Beneficiary Information

Given name (first name) **Sarah**

Middle name **-**

Family name (last name) **Brown**

What is the beneficiary's gender? **female**

What is the beneficiary's date of birth? **12/09/1999**

What is the beneficiary's country of birth? **Spain**

What is the beneficiary's country of citizenship? **Spain**

What is the beneficiary's passport number? **28934753984**

# REVIEW AND SUBMIT



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Does the beneficiary have a master's or higher degree from a U.S. institution of higher education such that the beneficiary is eligible for the advanced degree exemption under INA 214(g)(5)(C)?

Yes

Given name (first name) John

Middle name -

Family name (last name) Smith

What is the beneficiary's gender? male

What is the beneficiary's date of birth? 08/12/1990

What is the beneficiary's country of birth? Malta

What is the beneficiary's country of citizenship? Malta

What is the beneficiary's passport number? 0947885783

Does the beneficiary have a master's or higher degree from a U.S. institution of higher education such that the beneficiary is eligible for the advanced degree exemption under INA 214(g)(5)(C)?

Yes

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# REVIEW AND SUBMIT



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## Authorized Signatory's Statement

You must read and agree to the statement below.



- I can read and understand English, and have read and understand every question and instruction on this registration, as well as my answer to every question.

Next



# REVIEW AND SUBMIT



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## Authorized Signatory's Certification and Signature

You must read and agree to the certification below.



If submitting or authorizing this registration on behalf of an organization, by my signature, I certify that I am authorized to do so by the organization.

I authorize release of information contained in this registration to other entities and persons where necessary for the administration and enforcement of U.S. immigration laws.

I further certify, under penalty of perjury, that I have reviewed this registration and that all of the information contained in the registration is complete, true and correct and that I, or the organization on whose behalf this registration is being submitted, intend to file an H-1B petition on behalf of the beneficiary named in this registration if the beneficiary is selected.

I have read and agree to the authorized signatory's statement.

### Authorized Signatory's Signature

You must provide your electronic signature below by typing your full legal name. We may consider your registration to be invalid if you do not completely fill out and electronically sign this registration. We will record the date of your signature with your registration.

Next

# PAYMENT

## Pay for and submit your registration

The final step to submit your H-1B Registration is to pay the required fee.

Your registration fee is: **\$20.00**

Refund Policy: USCIS does not refund fees, regardless of any action we take on your application, petition, or request. By continuing this transaction, you acknowledge that you must submit fees in the exact amount and that you are paying the fees for a government service.



We will send you to Pay.gov — our safe, secure payment website — to make your payment and submit your registration online.

Here are the steps in the payment and submission process:

1. Provide your billing information on Pay.gov
2. Provide your credit card or U.S. bank account information
3. Submit your payment

When you have paid your fee, your registration will be submitted.

Pay.gov will redirect you to a uscis.gov confirmation screen. You can track the status of your registration through your USCIS online account.

[Pay and submit](#)



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# PAYMENT



U.S. Citizenship  
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Services



U.S. Citizenship  
and Immigration  
Services

Pay.gov

## USCIS H-1B Registration

Please select a payment method:

I want to pay with a withdrawal from a checking or savings account (ACH)



I want to pay with a debit or credit card



[Cancel](#)

[Continue](#)

# PAYMENT



U.S. Citizenship  
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Services



## USCIS H-1B Registration

### Review and submit payment

\* indicates required fields

Agency Tracking ID: BS6VK0BZPV9CM2

Payment Amount: \$30.00

Payment Method: Plastic Card

Account Holder Name: Erin Knight

Card Type: VISA

Card Number: \*\*\*\*\*1111

Billing Address: 100 Apple Lane

Billing Address 2:

City: New York

Country: United States

State/Province: NY

ZIP/Postal Code: 10021



I authorize a charge to my card account for the above amount in accordance with my card issuer agreement.

[Previous](#)

[Cancel](#)

[Continue](#)

# COMPLETE REGISTRATION



U.S. Citizenship  
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You have successfully submitted your H-1B  
Registration.

We will notify you when the selection process has ended. You can track  
the status of your registration through your USCIS account.

Each beneficiary has been assigned a registration number. This number  
is only associated with the submitted registration and cannot be used  
to track case status using Case Status Online.

[Go to my cases](#)

# COMPLETE REGISTRATION

H-1B Registrations

Account Settings



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## H-1B Registrations

The H-1B Registration period is open.

- The H-1B Registration period will open from noon Eastern Time on March 1, 2020 to noon Eastern Time on March 20, 2020.
- Submitting a H-1B Registration does not guarantee an H-1B Visa.
- H-1B Registrations will NOT be accepted through the U.S. Postal Service.

[File a registration](#)

### Test Company

Submitted on January 11, 2020

Your registration is submitted. You will receive a notice when the registration selection is complete.

Form	Status	Action
H-1B Registration	Submitted	N/A

[View CSV of beneficiary table](#)

Beneficiaries	Status	Action
Brown, Sarah 12/09/1999	Submitted 8057463651084130810	<a href="#">Delete</a>
Smith, John 08/12/1990	Submitted 2477253687763831835	<a href="#">Delete</a>

H-1B Registrations

Account Settings

TestCompany-h1b-registration-beneficiaries-01232020 - Excel

Company	Doing Business	Submitted Beneficiary	Beneficiary	Beneficiary	Beneficiary Status
Test Company	#####	Sarah	Brown	#####	'80574636 Submitted
Test Company	#####	John	Smith	#####	'24772536 Submitted

# H-1B REGISTRATION STATUS



U.S. Citizenship  
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## 456 Company

Submitted on January 17, 2020

We are processing your case. It can take up to 48 hours to process your case information.

Form	Status	Action
H-1B Registration	Submitted	<a href="#">View PDF</a>

[View CSV of beneficiary table](#)

Beneficiaries	Status	Action
Person, Second 12/01/1997	<u>Selected</u> 9039694638223029402	N/A
Person, First 02/19/1980	<u>Submitted</u> 4906406252326181448	<a href="#">Delete</a>
Person, Third 01/12/1984	<u>Denied (duplicated)</u> 1528359770564635360	N/A



# H-1B REGISTRATION STATUS



U.S. Citizenship  
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## 456 Company

Submitted on January 17, 2020

We are processing your case. It can take up to 48 hours to process your case information.

Form	Status	Action
H-1B Registration	Submitted	<a href="#">View PDF</a>

[View CSV of beneficiary table](#)

Beneficiaries	Status <span>?</span>	Action
Person, Second 12/01/1997	<b>Selected</b> 9039694638223029402	N/A
Person, First 02/19/1980	<b>Not selected</b> 4906406252326181448	N/A
Person, Third 01/12/1984	<b>Denied (duplicated)</b> 1528359770564635360	N/A

# REMINDERS



U.S. Citizenship  
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Official website of the Department of Homeland Security

U.S. Citizenship and Immigration Services

Go to uscis.gov Sign out

Home Resources

H-1B Registrations Account settings

## H-1B Registrations

The H-1B Registration period is closed.

The H-1B Registration period was from March 1, 2020 to March 20, 2020. We are no longer processing H-1B registrations. If you submitted registrations, you can view your history below.

## H-1B Registrations

The H-1B Registration period is open.

- The H-1B Registration period will open from noon Eastern Time on March 1, 2020 to noon Eastern Time on March 20, 2020.
- Submitting a H-1B Registration does not guarantee an H-1B Visa.
- H-1B Registrations will NOT be accepted through the U.S. Postal Service.

[File a registration](#)

[Enter representative passcode](#)

# CONTACT INFORMATION AND RESOURCES



U.S. Citizenship  
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## Helpful links and resources:

- Account sign up/login page: [my.uscis.gov/account](https://my.uscis.gov/account)
- Technical support and password resets:  
<https://my.uscis.gov/account/needhelp>
- USCIS Contact Center: 1-800-375-5283
- Federal Register Notice: Registration Requirement for Petitioners Seeking To File H-1B Petitions on Behalf of Cap-Subject Aliens
- [Uscis.gov/H-1B](https://uscis.gov/H-1B)



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**Any questions?**

**Thank you!**

# DISCLAIMER



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