

**LAW OFFICE
OF
LORNE M. FIENBERG P.L.L.C.**

TN APPLICATION CHECKLIST

- ✓ 1. Proof of Canadian or Mexican Citizenship (Passport or Birth Certificate)
- ✓ 2. Information for the Employer's Support Letter including:
 - Complete and detailed job description
 - Complete and detailed job requirements
 - Salary
- ✓ 3. Copies of documents establishing the prospective employee's credentials (degrees, diplomas, licenses, certificates, etc.)
- ✓ 4. Copy of prospective employee's resume or C.V.
- ✓ 5. Copies of any materials previously submitted to USCIS
- ✓ 6. Complete foreign address and telephone number of prospective employee
- ✓ 7. Intended port of entry into the U.S., border crossing or pre-flight inspection location where application will be submitted (if Canadian)
- ✓ 8. If the individual is applying for TN in occupational category that does not require Bachelor's degree, s/he must provide letters from previous employers confirming work experience.
- ✓ ***Examples of professions included under Schedule 2 of NAFTA (qualifying professions for TN category) and requirement(s):***
- ✓ 1. Accountant (Bachelor's degree, C.P.A, C.A., C.G.A, or C.M.A.)
- ✓ 2. Computer Systems Analyst (Bachelor's degree; or post-secondary diploma/certificate plus 3 years' experience)
- ✓ 3. Economist (Bachelor's degree)
- ✓ 4. Engineer (not Software) (Bachelor's degree or state/provincial license)
- ✓ 5. Graphic Designer (Bachelor's degree; post-secondary diploma/certificate and 3 years' experience)
- ✓ Lawyer (including Notary in province of Quebec) (L.L.B., J.D., L.L.M., B.C.L., or membership in a state/provincial bar)

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- ✓ 7. Management Consultant (Bachelor's degree or 5 years' experience in consulting or related field)

- ✓ 8. Pharmacist (Bachelor's degree or state/provincial license)

- ✓ 9. Research Assistant (working in post-secondary educational institution) (Bachelor's degree)

- ✓ 10. Scientific Technician/Technologist (work in direct support of professionals in chemistry, engineering, geology, geophysics, meteorology, physics, astronomy, agricultural sciences biology or forestry; possession of theoretical knowledge of discipline; and possession of ability to apply principals of discipline to basic or applied research)

- ✓ 11. Scientist (including Biochemist, Biologist, Chemist, Geochemist, Pharmacologist) (Bachelor's degree)