



Office of Communications

U.S. Citizenship  
and Immigration  
Services

# USCIS Update

Aug. 10, 2009

## USCIS Explains Employment-Related Notification Requirements for Petitioners of Religious Workers

**WASHINGTON**—U.S. Citizenship and Immigration Services (USCIS) announced today the manner in which petitioners for religious workers must notify USCIS regarding their employment of nonimmigrant religious workers in R-1 status. The procedures are necessary to enable petitioners to comply with the notification requirements established by USCIS regulations governing the R-1 nonimmigrant classification.<sup>1</sup>

The approved petitioning employer must notify USCIS within 14 days when an R-1 alien is working less than the required number of hours or has been released from, or has otherwise terminated, employment before the expiration of a period of authorized stay.

The petitioner must include the following information in the notification:

- Reason for the notification or a reason for *late* notification (if applicable);
- USCIS receipt number of the approved R-1 petition;
- Petitioning employer's information (name, address, telephone number and employer identification number (EIN), if available.
- R-1 beneficiary information (full name, date of birth, country of birth, last known physical address and phone number).

Employers should provide notification to USCIS via e-mail at:

[CSCR-1EarlyTerminatonNotif@dhs.gov](mailto:CSCR-1EarlyTerminatonNotif@dhs.gov).

Notification to USCIS via e-mail is strongly encouraged; however, paper notification can also be made via mail (before the end of the 14 calendar day reporting window) to:

U.S. Department of Homeland Security  
U.S. Citizenship and Immigration Services  
California Service Center  
Attn: Div X/BCU ACD  
P.O. Box 30050  
Laguna Niguel, CA 92607-3004

Customers are encouraged to check the USCIS Web site at [www.uscis.gov](http://www.uscis.gov) frequently for updates or call the USCIS National Customer Service Center toll free at (800) 375-5283.

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<sup>1</sup> See CFR 214.2(r)(14)