

Documenting proof of unpaid employment

As specified in a recent USCIS Request for Evidence:

If the position was unpaid please identify and provide:

1. A detailed listing of employment activities and projects with which you were engaged and specify the number of weekly hours that you were engaged in each of the activities or projects identified.
2. Copies of company daily time and attendance records that document your affiliation with the company, including start & end date of affiliation
3. Evidence of your physical presence in the company location such as rental agreements, receipts or bank statements

In addition, if the position was considered voluntary **training**, you must also provide

4. Copies of all diplomas, completion certificate and/or certifications you received related to the training programs identified.