



EMBASSY OF THE UNITED STATES
TIRANA • ALBANIA

**U.S. CITIZENSHIP FOR INDIVIDUALS OVER THE AGE OF 18
(WHO HAVE NEVER BEEN DOCUMENTED AS U.S. CITIZENS)**

CHECK LIST

If you are age 18 or above and have never been documented as a U.S. citizen by your parent(s), you may proceed by completing the following:

- Form DS-11:**
Application for a U.S. Passport
(<http://www.state.gov/documents/organization/79955.pdf>.)
- Form DS-4079:**
Request for Determination of Possible Loss of United States Citizenship
(<http://www.state.gov/documents/organization/97025.pdf>.)

You must also submit the following with your application:

- 1 Photograph for your Passport Application:**
See the U.S. Department of State's Bureau of Consular Affairs webpage "Photo Requirements."
(http://travel.state.gov/passport/pptphotoreq/pptphotoreq_5333.html.);
- Evidence of U.S. Citizenship of your Parent(s):**
 - U.S. Passport;
 - U.S. Naturalization Certificate:
(You may request a copy of the naturalization certificate with the office of the U.S. Citizenship and Immigration Services (USCIS) of the Department of Homeland Security (DHS), former Immigration and Naturalization Services (INS), with jurisdiction over your parent's place of residence in the United States. For more information please visit the USCIS website (<http://www.uscis.gov/>);

If your U.S. citizen parent has not previously been issued one of the above you must bring one of the following:

- U.S. Birth Certificate;

- Certificate of Citizenship;
- Consular Report of Birth Abroad.

Further evidence may be required to establish that your parent was a U.S. citizen at the time of your birth if his/her claim has not been previously established.

- Your Birth Certificate:**
Official copy of your birth certificate issued by the appropriate governmental authority. Albania's official issuing authority is the Office of Civil Status of the municipality where you are registered. Religious birth records are not acceptable;
- Evidence of Parents' Marriage**, if applicable:
Official copy of your parents' marriage certificate issued by the appropriate governmental authority. Albania's official issuing authority is the Office of Civil Status of the municipality where the marriage took place. Religious records are not acceptable;
- Evidence of Termination of your Parents' Previous Marriages**, if applicable:
Copy of divorce decree or death certificate;
- Evidence of Physical Presence in the United States of the U.S. Citizen Parent(s):**
Documentary evidence of periods of physical presence in the United States of your U.S. citizen parent(s) prior to your birth, including periods of physical presence outside the United States if the parent served in the U.S. armed forces or was employed by other U.S. government agencies. Please consult the "Table of Transmission Requirements" (<http://photos.state.gov/libraries/albania/19452/pdfs/cit-claim-trsm-reqs-tbl.pdf>) for physical presence requirements applicable at the time of your birth;
- Your Identifying Documents:**
Your current foreign passport and national ID card. If your parents' are deceased, you should submit a progression of identifying documents of yourself from childhood to present (e.g. medical records, school yearbooks, student ID cards, old passports, etc.) This should also include growing up photos that should begin as near to birth as possible spanning to the present. If available, the photos should show togetherness of the applicant and the U.S. citizen parent;
- Evidence of Change of Name:**
If you and/or your parents have changed names through marriage or court order, submit original or certified copies of the verifying documents;
- Evidence of Parentage and/or Legitimizing:**
Credible and substantial evidence of the blood relationship between yourself and your U.S. citizen parent(s) must be submitted with your application. If you were born out-of-wedlock, please consult the "Table of Transmission Requirements" for the legitimating laws that may be applicable at the time of your birth;

Form DS-5507:

(<http://www.state.gov/documents/organization/126018.pdf>)

Affidavit of Parentage, Physical Presence and Support, completed and signed by U.S. citizen parent(s), if applicable. Your U.S. citizen parent should accompany you to the Embassy to sign the affidavit under oath. If your parent is in the United States, the affidavit can be signed before a notary public. The affidavit must be accompanied by a notarized copy of your parent's passport or driver's license;

Death Certificate of U.S. Citizen Parent(s), if applicable;

If Born Out-of-Wedlock to a U.S. Citizen Father, see our "Table of Transmission Requirements" page:

Additional documents may be needed. In addition, you will need evidence of your parents' relationship prior to your conception. The burden of proving a claim to U.S. citizenship, including blood relationship, is on the person making such claim. Photos prior to the time of conception, letters, and other correspondence may help establish the couple's relationship prior to you conception;

Application Fee:

The fee for a first time adult passport is **\$135**. We accept cash in U.S. Dollars or Albanian Leke.

Please Note: Certain applications may require additional documents/evidence and procedures to process. At the time of the interview, you will be informed if the Albanian documents need translation or not. Please bring a photocopy of each of the above documentation; otherwise, you will be charged 1 dollar per page copy.

Please also note that from the time the application starts, you have a 90-day period to submit any additional or missing evidence determined to be necessary by the consular officer. Furthermore, according to the U.S. Embassy in Tirana's policy it is your burden to provide evidence and prove that your parent was a U.S. citizen. The U.S. Embassy in Tirana cannot provide any legal advice regarding this issue.