



**Embassy of the United States of America  
Consular Section, Immigrant Visa Unit  
Bogotá, Colombia**

**APPOINTMENT PACKAGE – IMMIGRANT VISAS (Packet 3/4)**

This packet is intended only for individuals who are already scheduled for an immigrant visa interview. If you have not received an appointment scheduling letter from the National Visa Center or the Embassy, you should wait for that letter before you follow these steps.

**FIRST: Register date and time of your visa interview and arrange for visa delivery at <https://ais.usvisa-info.com/en-co/iv>.** When prompted, schedule your fingerprint appointment with our “Applicant Service Center” (ASC) by selecting one of the available dates. You must attend this appointment. Register every family member applying for a visa, by clicking on “Add applicant.” **IF YOU DO NOT REGISTER, ATTEND YOUR FINGERPRINT APPOINTMENT AND SELECT A DELIVERY LOCATION, YOU WILL NOT BE ALLOWED TO ENTER THE CONSULAR SECTION FOR YOUR INTERVIEW; AND YOU WILL BE REQUIRED TO REBOOK A NEW APPOINTMENT.** You may contact our Visa Information Center at [https://ais.usvisa-info.com/en-co/iv/information/contact\\_us](https://ais.usvisa-info.com/en-co/iv/information/contact_us) or by phone in Colombia at (571)5086523, (571)3259851, (571)5087292 or in the United States: (1)7034392325 for assistance with this process.

**SECOND:** Complete the **medical examination**. See attached *Instructions for Medical Examinations*.

**THIRD:** Attend the **interview**.

- Fill out a DS-260 Online Immigrant Visa Application and Registration (available at <https://ceac.state.gov/IV/Login.aspx>) for each family member. NOTE: If you have already filled out this online form you do not need to fill it out again.
- Arrive at the embassy no later than your scheduled appointment time. The visa interview process may take several hours. Our waiting room is outside and Bogota can get cold. Please dress accordingly.
- Make sure that everyone listed on the appointment letter brings all required documents to the appointment. Arrange documents in the exact order found on the attached *List of Documents*.

**VISA PAYMENT:** If the petitioner has not yet paid the nonrefundable visa application fee (or you are not sure if they have paid), come prepared to pay this fee (in most cases, the fee will be **\$325** U.S. dollars) on the day of the interview. The Embassy accepts certain credit cards and debit cards displaying the Visa or MasterCard logo. Please note that the U.S. banking system does not use the ‘cuota’ system, which means that credit cards will be charged the entire amount in one installment. The Embassy DOES NOT accept U.S. \$100 bills, imperfect bills or checks.

**CHILDREN UNDER AGE 14:** Children less than age 14 who received *their own appointment letter* (IR and CR cases) **must** attend the immigrant visa interview (i.e., a 3 year old son of a U.S. citizen must come to his interview). Children less than age 14 whose names are *listed on a parent’s appointment letter* are **not** required to come to the visa interview.

**IMPORTANT NOTES:** Visa issuance is not guaranteed. DO NOT make any travel plans, quit your job, or sell your properties until a consular officer has approved your visa.

The Consular Section does not endorse or have a "special relationship" with any individual, attorney, or business that offers advice or assistance with the visa process. All U.S. government forms are free.

Any document or information presented with your visa application may be investigated by our Fraud Prevention Unit. Any attempt to misrepresent a material fact to a consular officer may make you permanently ineligible to obtain a visa.

To withdraw a visa petition, the petitioner must sign, scan and e-mail a written termination request to [IVbogota@state.gov](mailto:IVbogota@state.gov). Please include the case number, and the complete name and date of birth of both the petitioner and the applicant.

To download forms or learn more about the visa process please visit Immigrant Visa Section of our website at [http://bogota.usembassy.gov/immigrant\\_visas.html](http://bogota.usembassy.gov/immigrant_visas.html).

## LIST OF DOCUMENTS

If you have already submitted a document to NVC, you do not need to resubmit it to the embassy. We can return most original documents if you also bring notarized photocopies to your interview. If you submitted an English translation to NVC as part of the petition process, you do not need to provide additional English translations or duplicate copies.

- **PASSPORT:** Passports must have at least six (6) months of validity left from the date the visa is issued. Applicants who have traveled to the United States should also present all previous passports.
- **PHOTOGRAPHS:** Each applicant must present four (4) COLOR photographs taken within the past six months. See [http://travel.state.gov/visa/visaphotoreq/visaphotoreq\\_5334.htm](http://travel.state.gov/visa/visaphotoreq/visaphotoreq_5334.htm) for photograph instructions. The consular section will reject altered photographs.
- **BIRTH CERTIFICATES:** Each applicant must present an original or a notarized copy of his or her birth certificate. The date and place of birth, parents' names, and date the birth was registered must be included. *We do not accept 'short form' birth certificates as they are not official extracts from government records.* Applicants who present birth certificates issued more than two years after their birth (including corrected birth certificates) should be prepared to provide additional documentation of their birth, including baptismal certificates and/or the original birth certificate.
- **MARRIAGE CERTIFICATES:** Applicants must present a certified copy of their civil marriage certificate, if currently married. All marriage certificates must include the date and place of the marriage and the complete names of the spouse.
- **TERMINATION OF PREVIOUS MARRIAGES:** The petitioner and applicants must present certified photocopies of final divorce decrees, annulments, or death certificates. We cannot accept civil or religious separations or annotations on the back of marriage certificates as proof that a marriage has been terminated. Notary documents should state "*cesación de efectos civiles*" when there is no divorce sentence.
- **POLICE CERTIFICATES:** All applicants who are 18 years or older must obtain a Colombian police certificate "Certificado Judicial" at <http://www.policia.gov.co>. Applicants who have lived in another country for more than 6 months since turning 16 years of age (except for the United States) must present police certificates from those countries too. Visit <http://travel.state.gov/visa/reciprocity/index.htm> for information about the availability and process for obtaining police certificates for other countries. Police certificates are valid for 12 months.
- **JUDICIAL AND PRISON RECORDS:** Applicants who have been arrested for any reason in any country (including Colombia or the United States) must present copies of ALL documents related to the case with an English translation, even if the charges were dropped, the applicant was found innocent, or received an amnesty or other act of clemency.
- **IMMIGRATION RECORDS:** Applicants who have been denied admission to the United States, requested extensions, changed status, applied for asylum, been deported, or granted voluntary departure from the United States must bring all relevant documents from the Department of Homeland Security or the immigration judge.
- **EVIDENCE OF SUPPORT:** You must demonstrate that you have sufficient financial support. If you didn't submit or - you are not sure if you did - the Affidavit of Support and supporting documents requested by NVC, please visit [http://travel.state.gov/visa/immigrants/info/info\\_3730.html](http://travel.state.gov/visa/immigrants/info/info_3730.html) where you will find a complete list of all the documents you need to present for the visa interview.
- **MEDICAL EXAMINATION:** See attached *Instructions for Medical Examinations*.

NOTE: Certain documents expire and applicants are required to obtain new ones if they are unable to use their visa during the initial validity period. Colombian police certificates are valid for one year and medical examinations are valid for a maximum of six months from the date of the exam (sometimes less).



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**INSTRUCTIONS FOR MEDICAL EXAMINATIONS**

Each applicant, regardless of age, must have a general physical examination prior to the interview appointment. These examinations should be completed **prior** to your appointment at the Embassy. NOTE: Medical exams have a maximum validity of six months; applicants should wait to schedule their medical exam until their visa interview has been scheduled.

**SCHEDULE THE EXAMINATION:** Please call one of the doctors (also known as panel physicians) listed below to make an appointment for your exam. Since the full-body exam requires the patient to undress, you may wish to choose a male or female doctor accordingly. Please be aware that if you need to be accompanied, just one person will be allowed to go with you.

**Dr. Rodolfo José Dennis**

Centro de Especialistas  
Fundación Cardioinfantil  
Cra.13B No. 161-85 Torre H, Piso 1  
Bogotá  
Tel: 805-0091; 667-2727, ext. 2420; 2423; or 2424

**Dr. Jairo H. Roa**

Centro Médico de La Sabana  
Cra. 7 No. 119-14, Cons #325  
Bogotá  
Tel: 215-1763; 619-2044; 619-2055  
2152970

**Dr. Juan Piñeros**

Centro Médico de la Sabana  
Cra. 7 No. 119-14, Cons #326  
Bogotá  
Tel: 612-1224  
(this pediatrician will ONLY see children)

**Dra. Monica Caicedo**

Centro Médico de la Sabana  
Cra. 7 No. 119-14, Cons #506  
Bogotá  
Tel: 215-3949; 637-3219

**COMPLETE LABORATORY TESTS:** Applicants who are 15 years of age or older are required to have blood tests and a chest X-ray done **BEFORE their general physical examination** at the following address:

**Instituto y Laboratorio Clínico  
Calle 38 No. 8-28, Local No. 1  
Bogotá  
Tel. 232-7272**

**NOTES:**

All applicants must present their passport and a photograph (see photograph instructions) at each laboratory or medical appointment.

Examinations from a laboratory or doctor not included on this list will not be accepted. All applicants must come to Bogota to complete the medical examinations; there are no authorized panel physicians or laboratories outside of Bogota.

## FEES:

As of March 2014, the exams will have a MAXIMUM price of **315.000** Colombian pesos (**subject to change**) per adult. As noted below some children are required to get Tuberculin skin testing at an additional cost.

- **165.000** (Colombian pesos) for the general physical examination;
- **150.000** (Colombian pesos) for blood tests (Serology and X-rays).
- **42.000** (Colombian pesos) for Tuberculin skin testing for children between two and 14 years of age

Please note that there may be additional costs required for vaccinations

Laboratory and medical examination fees must be paid in cash by the applicant. Any additional examinations ordered by the doctor must be paid for by the applicant. You may pick up the results of your exams at the doctor's office. On the day of your visa appointment, please bring the results of your medical examinations to the Embassy in a sealed envelope.

## VACCINATIONS:

In order to assist the panel physician, and to avoid processing delays, all visa applicants should have their vaccination records available for the panel physician's review at the time of the medical examination. You should consult with your regular health care provider to obtain your original immunization record. Only the panel physician appointed by the U.S. Embassy can determine which of the listed vaccinations are medically appropriate for you, given your age, medical history and current medical condition. If you need a vaccine, the Embassy-appointed panel physician will determine which vaccinations you need, and will direct you to the Embassy-approved vaccination clinic. If you do not comply with the panel physician's instructions on these vaccinations, the Embassy cannot issue your immigrant visa. Read the latest vaccination instructions online at <http://travel.state.gov/content/visas/english/immigrate/vaccinations.html> . NOTE: We strongly recommend against obtaining any new vaccinations immediately prior to your interview – on many occasions, the panel physicians must require new vaccinations because the ones you have received from outside medical providers do not meet U.S. public health standards or you may get vaccines that are not appropriate for your age or health status. **It is better to wait and obtain a vaccine directly from the Embassy-appointed panel physician to be guaranteed that your vaccine will meet U.S. standards.**

## PLEASE NOTE

During your medical examination, you should provide all relevant information concerning your medical history to the examining physician:

- If you are taking any medications, you should know their names and composition.
- If you currently, or have previously suffered from an illness, major surgery or trauma, or physical or mental disease, please bring the medical history from the doctor or medical institution that treated you.
- If you are receiving treatment for any of the above, please bring a copy of your medical history, including treatment and medication.

Failure to provide this information during your medical examination will delay your visa process..

## Tuberculosis (TB) Testing Requirements By The U.S. Center For Disease Control (CDC) For ALL Immigrant Visa Applicants

Due to increased rates of TB infection in the United States, the U.S. Government requires more stringent testing and treatment of all applicants before they can immigrate to the United States.

- All applicants two years and older must be tested for TB. Children between two and 14 years require Tuberculin skin testing (TST). Depending on the results of the TST, some children may also need chest X-rays. **Families must plan to be available in Bogota for an extra 4 days to determine if the children also need chest X-rays.**
- All applicants 15 years of age and older must undergo a chest X-ray before the medical examination can be completed. Pregnant women can elect to undergo the chest radiograph with double lead shielding over the belly or they can wait to complete the chest radiograph after the baby is born.
- If the tests are positive for TB, applicants may require treatment before the applicant can receive a visa.