



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

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

You are receiving this packet because we have scheduled your immigrant visa interview. If you or any of your family members cannot come to the scheduled appointment, please inform this office as soon as possible. The Consular Section is located at the corner of Calle 26 and Carrera 50 in Bogotá.

**FIRST: Register** at <http://colombia.usvisa-info.com> by clicking on "Login" in the upper right hand corner. When registering, make sure to use your passport book number (the book number appears in red on the inside front cover and is perforated into each visa page in the passport).

You must register every family members applying for a visa at the website. To do this, scroll further down the page and click on "Add Family Members". Each applicant must complete this step before coming to their interview appointment. You may contact our Call Center in Bogota at 325-9851 for assistance with this process.

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

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

- If you have not already done so, download and fill out the [Application for Immigrant Visa and Alien Registration \(Form DS-230\)](http://travel.state.gov/pdf/DS-0230.pdf), Parts I and II (available at <http://travel.state.gov/pdf/DS-0230.pdf>) for each family member. **DO NOT SIGN THE APPLICATION** until instructed to do so by a consular officer during the interview.
- 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 and surcharge fees (or you are not sure if they have paid), you should bring \$404 U.S. dollars (or the equivalent in pesos) per person to pay these fees 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. Therefore, we recommend that you 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 inform us in writing. A scanned letter, which must include case number, and the complete name and date of birth of both the petitioner and the applicant may be sent to [IVbogota@state.gov](mailto:IVbogota@state.gov). To download forms or learn more about the visa process please visit <http://travel.state.gov>.

## LIST OF DOCUMENTS

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

- **PASSPORT:** The passport must be valid for travel to the United States and 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.html](http://travel.state.gov/visa/visaphotoreq/visaphotoreq_5334.html) 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. Documents should state "*liquidación de la sociedad conyugal*" and "*cesación de efectos civiles*" when there is no divorce sentence.
- **POLICE CERTIFICATES:** Colombian citizens who are 18 years of age at the time of their visa interview, as well as any adult applicant who has lived in Colombia for more than six months must present a Colombian police certificate "*Certificado Judicial*." Applicants can obtain this document at any DAS office or online at <http://www.das.gov.co>. Applicants who are currently living outside of Colombia must obtain a police certificate from their current country of residence if they have lived there for more than 6 months. Adult applicants must also present a police certificate (with translation) from all countries where they have lived for more than one year, except for the United States, Mexico, and Venezuela. Visit <http://travel.state.gov/visa/reciprocity/index.htm> for information about obtaining police certificates for other countries.
- **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, 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.
- **MEDICAL EXAMINATION:** See attached *Instructions for Medical Examinations*.



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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.

**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.

**Dr. Jairo H. Roa**

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

**Dr. Rodolfo José Dennis V.**

Centro de Especialistas  
Fundación Cardioinfantil  
Cra. 13b #161-85, Torre H, Piso 1  
Bogotá  
Tels: 805 0091 (Direct); or  
667 2727, x2423 – 2424

**Dra. Monica Caicedo**

Centro Médico de la Sabana  
Cra. 7 No. 119-14, Cons #506  
Bogotá  
Tels: 213 4515, 612 2989

**Dr. Juan I. Fajardo**

Carrera 16 #82-74 Apt. 318  
Tels: 691 9272 -3 -4 -6 -8 -9  
(this doctor is a pediatrician and will see ONLY children)

**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 October 2011, the exams will have a MAXIMUM price of **285.000\*** Colombian pesos per person:

- **150.000** (Colombian pesos) for the general physical examination;
- **135.000** (Colombian pesos) for blood tests (Serology and X-rays).
- **36,000** (Colombian pesos) for Tuberculin skin testing for children between two and 14 years of age

**\*Prices are subject to change.**

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, if one is available. If you do not have a vaccination record, the panel physician will work with you to determine which vaccinations you may need to meet the requirement. Only a physician can determine which of the listed vaccinations are medically appropriate for you, given your age, medical history and current medical condition. Read the latest vaccination instructions online at: [http://travel.state.gov/visa/immigrants/info/info\\_1331.html](http://travel.state.gov/visa/immigrants/info/info_1331.html).

#### **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 cause your visa process to be delayed.

#### **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.