



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

INSTRUCTION AND APPOINTMENT PACKAGE - FIANCEE K-VISAS (Packets 3 & 4)

We are ready to process your fiancé (e) (K) visa. Please read the following instructions carefully.

FIRST: Obtain the documents listed on page 2 that apply to your case. You must bring them to the embassy on the day of your visa interview.

SECOND: Fill-out a DS-160 application (available at <https://ceac.state.gov/genniv/>) for each applicant. Applicants should verify that all answers are correct, especially if someone other than the applicant completed the application. Please print out and bring the DS-160 confirmation sheet to your interview.

THIRD: Pay the application fee and schedule your interview at <https://ais.usvisa-info.com/en-co/iv/information/k Visa>.

NOTE: You must schedule two appointments through this online system – (1) at an Applicant Service Center for fingerprinting and (2) at the U.S. Embassy in Bogota for your consular interview. (If you have questions about how to use this website, please follow the instructions on page 3.)

FOURTH: Contact one of the Embassy's panel physicians to schedule your medical exam. We recommend that you complete your medical exam within two weeks prior to your interview appointment. See the instruction sheet on page 4 for medical exams.

FIFTH: Attend your appointment at the Applicant Service Center. NOTE: Children under the age of 14 do NOT have to attend the appointment. However, please bring the copy of their DS-160 confirmation page.

SIXTH: (THE DAY OF YOUR INTERVIEW AT U.S. EMBASSY IN BOGOTA):

- Arrive no later than your appointment time.
- Bring all of the required documents for each visa applicant. (***Please arrange documents in the exact order shown on the attached List of Documents.***)
- Remember that the interview process may take several hours. Our waiting area is outside and Bogota can get cold. Please dress accordingly.
- Children under 14 years of age whose names are listed on a parent's appointment letter are not required to attend the visa interview so long as their parent or a responsible adult brings the child's documents. Children 14 years and older must attend the 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 sign, scan and e-mail a written termination request to 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/fiance-visas.html

LIST OF DOCUMENTS

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 USCIS 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:** Seven (7) COLOR photographs taken within the past six months for each applicant. See <http://travel.state.gov/content/visas/en/general/photos.html> for photograph instructions. Altered or photo-shopped photos will be rejected.
- **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 de Antecedentes Judiciales" 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/content/visas/en/fees/reciprocity-by-country.html> 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, 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. We recommend that your American fiancé (e) or spouse download and complete an Affidavit of Support (Form I-134) which you may bring to your interview. This form is available at <http://www.uscis.gov/i-134>. To avoid processing delays, we recommend petitioners include a copy of their most recent IRS 1040 and a W2, paystub, or a letter from their employer certifying employment.
- **PROOF OF RELATIONSHIP:** Applicants may wish to bring photographs, records of communication (phone records, emails, post-marked letters, cards), evidence of visits with each other, and any other evidence that demonstrates an ongoing relationship. Your American fiancé (e) is also welcome to attend the interview.
- **MEDICAL EXAM:** See attached *Instructions for Medical Examinations*.

Scheduling a Fiancée Visa Appointment

- (1) Go to https://ais.usvisa-info.com/en-co/iv/information/k_visa
- (2) Click on “create a new account” in the middle of the page. If you’ve already created an account, please select “sign in” to continue.
- (3) Select the DHL location where you want to receive your documents from the pull down menu on the page labeled “Select DHL Branch” and click “Submit” at the bottom of that page.
- (4) Payment
 - a. To pay with cash, please select the “pay by cash” button and then hit “continue.” A pin number will be given to you and a green tab labeled “download instructions” will appear. Click on the green tab and detailed instructions for cash payment will be emailed to you.
 - b. For credit card payment, please click on “pay by credit card”. Follow the instructions until you are able to see and print a payment confirmation page.
- (5) Following payment you will be able to book an appointment for a Consular interview.
- (6) You must also book an appointment for fingerprinting at our Applicant Service Center.
- (7) Email confirmation should be received after all appointments are booked. Please print out your confirmations for your own benefit.

Should you have problems completing this process, please e-mail: asa_contactus+co+mr+en@visaops.net.



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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.

Dra. Monica Caicedo

Centro Médico de la Sabana
Cra. 7 No. 119-14, Cons # 506 Bogotá
Tels: 2153949 o 6373219
E-mail: dramonica.caicedo@gmail.com

Dr. Jairo H. Roa

Centro Médico de La Sabana
Cra. 7 No. 119-14, Cons # 325 Bogotá
Tels: 2151763; 6192044; 6192055; 2152970
Desde los EE.UU.: 1-800-609-8339
E-mail: citasdrjroa@gmail.com

Dr. Juan Piñeros

Centro Médico de la Sabana
Cra. 7 No. 119-14, Cons # 326 Bogotá
Tels.: 6121224
E-mail: adopcionesdr.pineros@gmail.com
(SOLO atenderá a menores)

Dr. Rodolfo José Dennis

Fundación Cardioinfantil
Cra.13B No. 161-85 Torre I Piso 9
Consultorios 914-915
Bogotá
Tel: 805-0091; 3182663175, 6672727, ext. 79915,
79950, 79951 E-mail: doctordenniscitas@gmail.com

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).
- **43.000** (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.