



CONSULATE GENERAL OF THE UNITED STATES

JERUSALEM

IMMIGRANT VISA UNIT

VISA FASTLANE TIPS

We want to issue visas! Unfortunately, we are unable to issue most visas on the date of interview because applicants fail to complete all the necessary steps. This document provides clear steps you need to take to be prepared. If you do not,

YOUR CASE WILL BE DELAYED AND PUT AT THE END OF THE PILE TO WORK ON

- ❖ **APPLICATION (DS-260):** <https://ceac.state.gov/IV/> Make sure to properly answer all the questions on the form, especially the ones related to your/the petitioner's/your parents' information. If we discover mistakes in your online visa application on the day of the visa interview and you can't fix them, your interview will be rescheduled.
- ❖ **ORIGINAL DOCUMENTS:** You should bring all your and your petitioner's original documents, depending on your classification, to your visa interview, for example birth certificates, marriage certificates, all prior divorce certificates, death certificate, etc. as well as one photocopy of each document. Also bring a certified English translation of any document in languages other than English, Arabic, or Hebrew.
- ❖ **POLICE CERTIFICATES:** At least four weeks prior to your visa interview, you should apply for the correct police certificates. For almost all applicants this is an Israeli Criminal Register Certificate. Also make sure to bring a police certificate from the country of your nationality if you lived there for more than 6 months and one from any country where you lived for more than one year as an adult.
- ❖ **PHOTOS:** Bring two new identical, untouched 2 X 2 inch photos with a white background. Photo guidelines can be found at <https://travel.state.gov/content/visas/en/general/photos.html>
- ❖ **ARMY RELEASE OR EXEMPTION:** If you served in the Israeli military, you need to provide the original Army Discharge Certificate (Form 807, or if you were exempted Form 830). You also need to provide a military discharge certificate from any other country's military in which you served.
- ❖ **PASSPORT:** You must bring with you a valid passport at the time of your visa interview.
- ❖ **MEDICAL EXAMINATION:** Don't forget to bring your completed medical examination report with you on the day of your visa interview.
- ❖ **FINANCIAL SUPPORT:** If you haven't already submitted your financial support documents to the National Visa Center, please visit the following website for more details: <http://www.uscis.gov/files/form/i-864ez.pdf>

In addition to the above, please find the attached "checklist for your visa interview."

*CONSULATE GENERAL OF THE UNITED STATES
JERUSALEM*

IMMIGRANT VISA UNIT

Street Address: 14 David Flusser Street, Jerusalem

Postal Address: P.O. Box 290, Jerusalem 9100201

Email: jerusalemivquiries@state.gov

CHECKLIST FOR IMMIGRANT VISA INTERVIEW

An immigrant visa appointment has been scheduled for you to come to this office on the date specified in your appointment letter. All members of your family immigrating with you must appear with you on the appointment date. If you cannot come to the appointment, please notify us immediately at jerusalemivquiries@state.gov.

If you have not already done so, you should complete the online immigrant visa application (Form DS-260). Please visit the following website to complete the DS-260 <https://ceac.state.gov/IV/Login.aspx>. After completing the form, please print a copy of the confirmation page (with barcode) to bring to your interview. You must complete an application for each member of your family who plans to immigrate.

Before your appointment day, you must register with a courier service by visiting the following website: <https://ais.usvisa-info.com/en-il/iv>. Instructions on how to register are included in this packet. Registering will allow you to track the delivery status of your documents, especially your immigrant visa when issued. Please note that you will not receive any documentation from our office if you do not register. Registration is not complete until you select a courier (Wassel or Israel Post) according to the instructions below.

Each applicant (including children) must submit original documents with an original ***certified translation of any document*** that is not in English, Arabic or Hebrew. In addition, as a result of your interview you may be asked to provide a certified translation of other documents you submit in a language other than English. You should also provide a PHOTOCOPY of each original document that you submit. If you fail to bring a copy of each original document on the day of your interview, you will be charged an extra fee for copies based on the Department of State Schedule of Fees, currently \$1 each.

For additional instructions, please refer to the Documents Required for Immigrant Visa (Packet 3) at http://jerusalem.usconsulate.gov/useful_links2.html.

You will need to provide the following on the day of the interview for each applicant:

- Your appointment letter
- Your passport valid for at least eight months (please bring passports from other countries and expired passports)
- Two identical photos, 2 inches by 2 inches (~51x51mm) in size with a white background taken within the last six months. Our strict photo guidelines are available at:
<http://travel.state.gov/content/visas/english/general/photos.html>
- Birth certificate
- Birth certificates of all unmarried children who will not immigrate with you at this time.
- Certificate of name change (if applicable)
- Marriage certificates for current and all prior marriages for both the petitioner and primary applicant (if applicable)
- Divorce certificates for all prior marriages for both the petitioner and the primary applicant (if applicable)
- Death certificate (if applicable)
- Military record (if service is required by your country of nationality)
- Court and prison records (if applicable)
- Police certificates from your current country of residence and country of nationality if you resided in either for more than six months after the age of 16. You must also provide a police certificate from all countries where you have resided for over a year after the age of 16. All Palestinian applicants living in the West Bank must obtain for an Israeli Criminal Register Certificate either from the Israeli DCO (Civil Liaison Office) in the place of their residence or by requesting one online. You should apply for the Criminal Register Certificate at least four weeks before your interview. The Israeli Criminal Register Certificate will be sent to the U.S. Consulate directly by the Israeli National Police. For more information on how to apply for the police certificate please visit the following site:
<http://travel.state.gov/content/visas/en/fees/reciprocity-by-country/IS.html>
- Medical examination reports. Exams must be conducted by a Consulate Panel Physician and you should start the process at least three weeks before your interview. Medical examination instructions are included in this package.
- Affidavit of support (from the correct category below).
 - For most immigrant visa categories, each petitioner MUST provide an original, signed Form I-864 for each beneficiary along with a copy of his or her current tax returns (Forms 1040 and W-2). In some cases, a petitioner can file an I-864EZ (rather than an I-864) for a beneficiary – please see for full details and requirements (<http://www.uscis.gov/files/form/i-864ez.pdf>). If the petitioner did not file taxes last year, the petitioner should provide an original signed and dated “no tax letter” explaining why he or she did not pay taxes last year (i.e. no earned income).
 - Often the petitioner will not meet the minimum poverty guidelines (<http://www.uscis.gov/files/form/i-864p.pdf>). In such cases the sponsorship requirements can be met by a “Joint Sponsor” who submits an originally signed Form I-864, plus proof of status (e.g., copy of U.S. passport, birth certificate, naturalization certificate, green card etc.) and copy of current tax returns (Forms 1040 and W-2). If the Joint Sponsor files taxes with his or her spouse,

we will also need an original signed Form I-864A from the household member unless the sponsor can prove that he or she earned all the income necessary to meet the support guidelines.

- When filing for children under the age of 18 (IR-2 or CR-2 cases), we simply need an originally signed copy of the I-864W, Intending Immigrant's Affidavit of Support Exemption Form.
- For DV, E, K, and SB1 applicants, proof that you will not be a financial burden to the U.S. Government such as a Form I-134 (recommended) from a sponsor with the form 1040. Form I-864 is not acceptable.
- ❑ Proof of petitioner's domicile in the U.S. (family-based immigrants only).
- ❑ High school diploma and/or evidence of work experience (Diversity Visa (DV) only).
- ❑ Immigrant Visa Fees:
 - The visa fee for family-based cases is \$325 U.S. Dollars, or in Israeli Shekels at the current Consulate established exchange rate. In many cases this fee has been paid by the petitioner in the United States. If the fee was not paid in the U.S, you must pay the fee on the day of the interview with the consular cashier before you will be interviewed by a consular officer. This fee is in addition to the fee required to file the I-130 petition.
 - Diversity Visa (DV) applicants must pay \$330 for each individual included in the case.
 - Employment visa applicants must pay \$345 for each individual included in the case.
 - SB and WI applicants, special immigrant cases, must pay \$205.
 - All fees are non-refundable. Payment can only be made in cash. No personal checks will be accepted. Fees are subject to change based upon the current Department of State Schedule of Fees: <http://travel.state.gov/content/visas/english/fees/fees-visa-services.html>.

Instructions on how to register on the CSC visa services website:

All immigrant visa applicants are required to go on-line and register their immigrant visa cases prior to their visa interviews by visiting the website <https://ais.usvisa-info.com/en-il/iv> and following these simple steps:

1. Select "Register"
2. Select the appropriate IV service
3. Set up a "User Account"
4. Enter applicant's information including the DS-260 Immigrant Visa Application bar-code.
5. Enter your IV case number as indicated on the appointment or instruction letter you received. For Immediate Family or Family Preference cases enter the case number which begins with JRS followed by 10 numbers. For a Diversity Lottery Visa case, please enter the 14 characters number provided by the Kentucky Consular Center (KCC).
6. Register every family member who is applying for a visa separately.
7. Select the courier pick up location or include an address where you would like the visa packet to be delivered. Changes to the selected delivery location will be allowed only until a day before your consular interview. The list of pick up addresses can be found at: https://ais.usvisa-info.com/en-il/niv/information/courier_dropboxes
8. Print out the system confirmation page and bring it with you to your consular appointment
9. If your application is successful, your visa packet will be returned to you via courier at the selected delivery location or home/office address provided. Please note that the tracking of the document delivery status will be possible only after the courier company has assigned an Air Way Bill number for your documents. To track the delivery of your documents, you can log-in to your created account or by calling the following local number 02-3741221 or from within the US at 703.520.2215

IMPORTANT: You will NOT be able to receive your immigrant visa until you have followed this mandatory step.

Each visa applicant **must** bring to the panel physician copies of his or her medical history, immunization records and prior chest x-rays.

Each visa applicant **must** identify himself/herself to the examining physician and to the radiologist by presentation of his/her passport, identity card, laissez-passer or travel document. The doctor and radiologist must then sign the following statement:

On _____ I examined _____ ,
(Date) (Name of applicant)

who presented passport, identity card, laissez-passer or travel document No. _____ for identification.

(Signature of Doctor)

After seeing the above mentioned identity document, I x-rayed the above applicant on _____
Date

(Signature of Radiologist)

The report of medical examination will not be accepted unless the above statement is signed by the doctor and radiologist.

The visa applicant MUST present the following to the Immigrant Visa Unit:

1. **this signed statement of the doctor and radiologist, and**
2. **the required medical examination Forms DS- 2054, DS- 3030, DS-3026 & DS-3025 (in duplicate) completed and signed by the panel physician, and**
3. **the X-ray CD-ROM.**

PANEL OF DOCTORS AUTHORIZED FOR IMMIGRANT MEDICAL EXAMINATION

JERUSALEM:

Dr. Jonty Maresky*

Sunday to Thursday

Family Medical Center

8:30 a.m. to 5:00 p.m.

9 Diskin Street, Jerusalem

Friday 8:30 a.m. to 12 noon

Tel: 02-5610297

(an appointment is required)

BETHLEHEM:

Dr. Robert Tabash

P. O. Box 144

Monday to Friday

19 Salesian Street

Morning Hours: 09:00 am to 12:30 am

Bethlehem

Afternoon Hours: 03:00 pm to 06:00 pm

Tel: 02-2742882 & 02-2743593

(an appointment is required)

Cellular: 0599 250 053

RAMALLAH:

Dr. Fahed Khalaf

Everyday, 8:30 a.m. to 2:00 p.m.

Opposite Rukab Building – (Box 53)

(without appointment)

Mahfal Street, Ramallah

4:00 to 6:00 p.m. (with appointment)

Tel: 02-2953347 or 02-2957786 (0599 841 138)

GAZA:

Dr. Faisal Abu Shahla

Fahmi Beik Street

Saturday – Thursday 03:00 to 07:00 p.m.

(with appointment)

Midan Falastine, Al Hindi Building

Third Floor, Gaza City

Mobile: 0599 204 245-Tel: 08-2824878;08-2820839