



Immigrant / Fiancé(e) Visa Interview Checklist

If you received a letter confirming your petition has been approved, follow Steps 1-3 below to prepare for your interview. Failure to follow the instructions below and/or provide required documents will result in significant processing delays. **DO NOT POST YOUR DOCUMENTS TO THE EMBASSY.**

Step One: Complete the DS-260 "Immigrant Visa Electronic Application Form" for **each** applicant (spouse, children, etc.) The DS-260 is available at <https://ceac.state.gov/IV/Default.aspx>.

***If you do not have an invoice number, you should provide your case number (normally beginning with LND) and your date of birth (in the format YYYYMMDD) in place of the invoice number.

***For K visa applicants ONLY, complete the DS-160 online at <https://ceac.state.gov/genniv/> and print the confirmation page. The DS-160 confirmation page must be presented on the day of your interview.

Step Two: Obtain the documents listed below that are applicable to your case and bring them with you to the Embassy on the day of your interview. *****Bring the original documents, one photocopy of each document, and a certified translation for any documents in languages other than English.***

- Passport:** The applicant(s) passport(s) must be valid for travel to the United States and must have at least six (6) months of validity from the date the visa is issued.
- Birth Certificate:** An original or certified copy for each applicant. The date, place of birth, ***and parent(s) name(s) must be shown on the birth certificate.***
- Marriage Certificate:** If you are/were married you must present an original or certified copy. You must also present proof of the dissolution of any previous marriage, such as a death certificate, divorce decree or evidence of annulment.
- Statutory Declaration/Change of Name Deed Poll:** If the name on your birth certificate differs from the name on your passport, and the change was not made through marriage, legal evidence of your name change is required.
- Police Certificate:** Each applicant age 16 years and older, must present a police certificate, if obtainable, from his/her country of current residence and country of nationality. Police certificates are required from countries of previous residence, if residence there was for more than one year. Detailed, country-specific information on obtaining police certificates (and other civil documents) can be found at http://travel.state.gov/visa/fees/fees_3272.html. *****All names/aliases (e.g. full name as it appears on your birth certificate, maiden name, baptismal name, alternate spellings of names that you have used on legal documents, etc.) must be included on the police certificate. UK police certificates are valid for one year from the date of issuance. If your UK police certificate expires before the date of your visa interview, you must obtain a new one.***
 - If your UK police certificate indicates "No Live Trace," or "Further Information Stepped Down" you will be expected to provide **complete** details of the offense(s) and disposition. If you do not recall the specific details, consider obtaining a Subject Access Report so that you can provide the Consular Officer with accurate information on the day of your interview. To obtain a Subject Access Report, visit http://www.acro.police.uk/subject_access.aspx.

- Present and former residents of the United States should not obtain a police certificate covering their residence in the U.S.
- **Military Record:** A certified copy of any military record, if applicable and obtainable, is required.
- **Photographs:** Two (2) color photographs – 2 inches by 2 inches – are required. The photos must have been taken within the past six months.
- **Affidavit of Support:** Intending immigrants must be able to prove that they will be able to subsist for an extended period of time at 125% above the poverty level (or 100% for petitioner's who are active duty military).
 - **Who requires an I-864?**
 - Individuals qualifying for immigration in the immediate relative category as a spouse, child (including orphans), or parent of a U.S. citizen (IR1, CR1, CR2, IR5).
 - Individuals qualifying for immigration in the family based preference categories as the unmarried son/daughter, married son/daughter, brother/sister of a U.S. citizen and the spouse and unmarried child of a Lawful Permanent Resident (F1, F2, F3, F4).
 - If you are applying for a **K, DV or SB1** (Returning Resident) you may **complete form I-134**, not I-864.
 - FAQs for filling in the I-864 and I-864A can be found at http://london.usembassy.gov/faq_i864_filing.html
 - Complete instructions and forms may be downloaded from <http://www.uscis.gov>
 - **Proof of U.S. federal income tax returns**, for the most recent tax year, are required from all U.S. citizen sponsor's/joint sponsors. For more information on U.S. tax filing requirements, visit: <http://www.irs.gov/Individuals/International-Taxpayers/U.S.-Citizens-and-Resident-Aliens-Abroad>

Step Three: Schedule an appointment for your medical exam with Knightsbridge Doctors (Tel no: 020 7486 7822) located at 4 Bentinck Mansions, London, W1U 2ER. Each applicant must bring a photo to the medical exam. Applicants age 16 and over must present their UK police certificate at the time of the medical exam. ***Applicants should retain their original UK police certificate after presenting it to the medical examiner. It will be required at the visa interview. ***Although the medical exam is valid for one year, x-rays and lab tests have limited validity. If your medical exam expires on or before your interview, you must undergo a modified medical exam to update your results.***

Applicants are advised NOT to make any non-refundable travel plans. Issuance of a visa is not guaranteed. A Consular Officer will evaluate your case and make a final determination.



<http://london.usembassy.gov/immigrant-visas.html>