



## UNITED STATES DEPARTMENT OF STATE U.S. EMBASSY, TASHKENT, UZBEKISTAN

### DIVERSITY VISA INTERVIEW PREPARATION INSTRUCTIONS

Each applicant is required to bring the following documents to the interview. Failure to bring all or some of these required documents may result in a delay of processing or a temporary visa refusal.

### CONSULAR SECTION'S CONTACT INFORMATION

For additional questions about diversity visa interviews please contact our Immigrant Visa Unit at [TashkentIV@state.gov](mailto:TashkentIV@state.gov). Please note that our standard email processing time is up to five business days.

### DOCUMENT TRANSLATION INSTRUCTIONS

Any supporting documents that are in a language other than English must be accompanied by a complete English translation. The translator must include a sealed or stamped statement that the translation is accurate and that s/he is competent to translate. **NOTARIZATION OF DOCUMENTS IS NOT REQUIRED.**

### DS-260 ONLINE APPLICATION FORM

Any principal applicant and all family members applying for a diversity visa in the DV-2015 program must complete the online DS-260 Immigrant Visa and Alien Registration Application. Applicants can access the online DS-260 form in the [Consular Electronic Application Center \(CEAC\)](#).

### REVIEW THE DS-260 ONLINE APPLICATION FORM BEFORE YOUR INTERVIEW

Applicants are recommended to access their DS-260 forms before their appointment date and review it for accuracy of information provided. Please note that if your DS-260 questions are missing the required information such as: **full name in native language, other names used, passport data, mother's maiden name, U.S. address or vaccination requirements** your appointment may not be conducted and you may encounter delays in processing of your visa application.

On the required information listed in bold above, you cannot place “not applicable” or “n/a” in those fields.

If you received information that your appointment was scheduled by the Kentucky Consular Center (KCC) and you still need to amend your DS-260 application form you must contact our Immigrant Visa Unit at [TashkentIV@state.gov](mailto:TashkentIV@state.gov) with request to re-open your application.

## DIVERSITY VISA INTERVIEW DOCUMENTS CHECK LIST

### PASSPORTS

Passports must be valid for travel abroad and be valid for at least sixty days beyond the expiration of your immigrant visa, which in most cases is six months after the visa was issued. Each applicant must provide the original passport and a photocopy of the passport's front page containing the photograph.

### PHOTOS

Two recent photos for each visa applicant 2”x2” size; background must be white or off-white; photos that have been altered or photo-shopped will not be accepted.

### BIRTH CERTIFICATE

The birth certificate must be provided for each alien relative in original and photocopy. If you had your name changed please be prepared to provide a name change document issued by a court or Vital Records House. For individuals who had their name changed via the Vital Records House in Uzbekistan, an official excerpt from vital records must be obtained.

### MARRIAGE CERTIFICATE

The marriage certificate must be provided in original and a photocopy. If you are applying with your spouse, a separate photocopy with translation is required for your spouse.

### DIVORCE/DEATH CERTIFICATE

The divorce or death certificate issued by the vital records office or a court decree on dissolution of marriage must be provided for any previous marriages of a visa applicant in original and photocopy.

### MILITARY RECORDS/BOOK

Military book must be provided in original and a photocopy.

Military books are not required for those individuals above the age of 16 who:

- have not served in the mandatory draft or the mobilized draft reserve (МПР);
- have not completed the military education course as part of their academic curriculum in a higher educational institution in Uzbekistan; or
- are currently enrolled in a higher educational institution in Uzbekistan

These exempt individuals, however, must present a draft registration card (приписной билет) in the place of a military book.

## □ POLICE RECORDS

Police certificate(s) must be provided from each country where a visa applicant has lived for more than 1 year since the age of 16, including periods of military service. As such, individuals who completed Soviet military service outside what is now Uzbekistan, for example in Russia, Germany, Ukraine, etc... must also present police certificates from those countries as well. For information on how to apply for a police certificate in another country, please visit [http://www.travel.state.gov/visa/fees/fees\\_3272.html](http://www.travel.state.gov/visa/fees/fees_3272.html), select the desired country from the drop-down menu, and look under country documents.

To obtain a police certificate for Uzbekistan, visa applicants must apply for a police certificate at the information center of the Ministry of Internal Affairs of Uzbekistan. The Republican Information Center is located at 1, Yunus Radjabiy street, Tashkent, Uzbekistan. Those who have been arrested or convicted of a crime in Uzbekistan should obtain a police certificate detailing their criminal history and all related court documents in order to avoid unnecessary visa processing delays. This detailed certificate is required even if government authorities dropped the charges against the visa applicant, expunged the individual's criminal record, or granted an amnesty. Applicants currently residing outside of Uzbekistan should apply to the diplomatic mission of Uzbekistan in the country of their current temporary stay to receive a police certificate for Uzbekistan. Applicants currently residing outside of Uzbekistan should apply to the diplomatic mission of Uzbekistan in the country of their current temporary stay to receive a police certificate for Uzbekistan. Foreign citizens who are temporarily residing in Uzbekistan must apply for a police certificate to the Ministry of Foreign Affairs of Uzbekistan via diplomatic missions of their respective countries.

Police certificates must have been issued recently (within the last six months) and must include all names (including maiden name) used since the visa applicant turned 16.

**IMPORTANT NOTICE FOR PEOPLE WHO SERVED IN THIRD COUNTRIES DURING MILITARY SERVICE!** A Ministry of Defense clearance certificate providing information regarding criminal records or convictions during the military service in a third country does not serve as a substitute for a police certificate from that country.

□ **MEDICAL EXAMINATION**

Applicants are required to undergo a medical examination by an Embassy panel physician at the [Tashkent International Clinic \(TIC\)](#). Applicants will not be accepted to the medical examination without a valid biometric passport. TIC will send the results of the medical examination to the Embassy. Applicants must submit this sealed envelope at the interview. The applicant must also present his/her vaccination records at the medical examination.

□ **EDUCATIONAL DOCUMENTS**

Diplomas with corresponding transcripts from all educational institutions attended (for principal applicant only) must be provided in original and a photocopy. Diplomas and/or certificates from short-term courses (e.g. sewing, driving, accounting, baking courses) are not necessary.

Please remember that in order to qualify for the Diversity Visa the principal applicant must have the equivalent of a U.S. secondary school education.

□ **EMPLOYMENT OR WORK BOOK**

Employment / work book (for principal applicant only): an original AND photocopy.

□ **VISA FEE**

Each visa applicant must pay a visa application fee of \$330. The fee will only be accepted in U.S. Dollars and should only be paid to the consular cashier at the Embassy on the day of the visa interview.

**FRAUD WARNING**

Diversity Visa applicants are cautioned not to work with agents or individuals offering “visa assistance.” These agents may guarantee issuance of a visa and charge large sums of money. None of their services will have any influence on the U.S. Embassy and its determination as to whether a visa applicant qualifies for a visa. If you have information or questions regarding visa abuse and visa fraud, please contact the U.S. Embassy by email at [TashkentIV@state.gov](mailto:TashkentIV@state.gov). Any communication you have with the Embassy will be treated as confidential.