



IMMIGRANT VISA SECTION

U.S. CONSULATE GENERAL, Mumbai, India

support-india@ustraveldocs.com

<http://mumbai.usconsulate.gov>

From India: +91-120-4844644 or +91-40-4625-8222

From the US: 1-703-520-2239

APPOINTMENT PACKAGE FOR IMMIGRANT VISA APPLICANTS **(PACKET FOUR)**

This document contains information on how to apply for an immigrant visa at the U.S. Consulate General in Mumbai. It is intended for applicants who have already received a letter scheduling an appointment for their visa interview.

For additional information on the immigrant visa process, as well as answers to any questions not addressed in this document, visit <http://travel.state.gov/content/visas/english/immigrate.html>.

You must complete the following steps before coming for your consular interview appointments:

- Step 1** Complete the DS-260 form online at <https://ceac.state.gov/ceac> if you have not already done so. If your appointment was scheduled through the National Visa Center (NVC), you may have already completed this form.
- Step 2** Print the DS-260 form confirmation page.
- Step 3** Visit <http://www.ustraveldocs.com>, follow the instructions to create an account, log in, and schedule an appointment to have your photograph and fingerprints captured at one of the five Visa Application Centers in India.
- Step 4** Prepare for your interview by obtaining the rest of the items listed in this document.

Interview Preparation Checklist

On the day of your interview, bring the documents listed below for each visa applicant. Put them in the order listed below and be ready to hand them to the Consulate staff in this order. Use the tick boxes on the left side of this page to be sure that you have collected all the required documents.

☐ **PASSPORTS:** Bring your current passport and all former or expired passports. Your current passport must be valid for at least eight months from the date of your interview and should reflect your correct name and date of birth.

☐ **PHOTOGRAPHS:** Bring two color copies of your photograph in front of a white background that are 2 x 2 inches (51 x 51 mm) in size.

☐ **DS-260 CONFIRMATION PAGE**

☐ **MEDICAL REPORT:** Bring your medical report. You will need to undergo a medical exam from one of the Consulate's panel physicians before your interview. Information on scheduling your medical exam is available at http://travel.state.gov/visa/immigrants/info/info_3739.html.

☐ **INDIAN POLICE CLEARANCE CERTIFICATE:** If you are an Indian citizen age 16 or older and residing in India, you need to obtain a police clearance certificate from a Regional Passport Office. This certificate is valid for one year from the date of issuance. If you already submitted a police clearance certificate to NVC, please check if it has expired. If so, bring a new certificate to the visa interview.

If you are a foreigner residing in India and are registered with the Foreigner Regional Registration Office (FRRO), obtain a police clearance certificate from them. If you are a foreigner residing in India but are not registered with the FRRO, obtain a police clearance certificate from your District Police Station.

☐ **FOREIGN POLICE CLEARANCE CERTIFICATE:** If you have resided in any other country for one year or more after the age of 16, you may also be required to submit a police certificate for this country. Check the visa reciprocity table on the website <http://travel.state.gov/content/visas/english/fees/reciprocity-by-country.html> for each country you have lived in to determine if a police clearance certificate is required and how to obtain it.

U.S. police certificates are not required for applicants who have lived in the United States.

☐ **FEES:** If your appointment was scheduled through NVC, you have generally already paid your visa fee.

If your appointment was not scheduled through NVC, bring a rupee bank draft drawn on a nationalized or foreign bank to your interview. The bank draft must be issued in the name of "U.S. Consulate General, Mumbai" and be payable in Mumbai.

As the consular rate of exchange can change, check it at <http://www.ustraveldocs.com> the day before your interview to obtain the current consular rate of exchange. Visa fees are not refundable

- ☐ **BIRTH CERTIFICATE:** Bring your original birth certificate, as well as a clear photocopy. If it is in any language other than English, bring a notarized English translation.

If you do not have a birth certificate or your birth certificate is missing your name, your date of birth, or the names of your parents, submit the following secondary evidence:

- A notarized affidavit executed by a parent, if living, or another close relative older than you. This affidavit should clearly state the relationship between the relative and you, how well the relative knows you, the date and place of your birth, the names of both your parents, and any other related facts; **OR**
- School-leaving certificate, matriculation certificate or Certificate of Recognized Boards from the school you last attended; **OR**
- Your baptismal certificate from a church.

- ☐ **MARRIAGE CERTIFICATE:** If you have ever been married, bring your original marriage certificate, as well as a clear photocopy. If it is any language other than English, bring a notarized English translation.

- ☐ **DIVORCE CERTIFICATE OR DEATH CERTIFICATE OF A SPOUSE:** If you have ever had a marriage end through divorce or the death of your spouse, bring the original death certificate or divorce decree, as well as one photocopy. If it is any language other than English, bring a notarized English translation.

Divorce between Hindus and Christians must be documented by a court order (divorce decree), not a deed of divorce. Divorce between Muslims must be documented by a certificate from the Kazi or head of the Jamaat.

- ☐ **PROOF OF RELATIONSHIP:** If you are immigrating on a family-based petition, we strongly suggest that you bring documentary evidence demonstrating your relationship to the petitioner.

If you are immigrating with family members such as a spouse or children, we strongly suggest that you bring documentary evidence showing that you are a family unit. Examples of such evidence include, but are not limited to, photographs, written correspondence, telephone records, or family ration cards.

- ☐ **EVIDENCE OF FINANCIAL SUPPORT:** You must demonstrate in your interview that you will have adequate means of financial support after immigration to the United States. The documents required to demonstrate this differ based on visa category. Additional information is

available at <http://travel.state.gov/content/visas/english/immigrate/immigrant-process/documents/support/i-864-frequently-asked-questions.html>.

For most family-based immigrants:

You should check with your sponsor to see if they have already submitted an Affidavit of Support to the National Visa Center. If so, it is not necessary to submit another one. If not, bring one of the following forms:

- **Form I-864 Affidavit of Support**, with supporting documentation that proves your sponsor earns the amount of money indicated on the affidavit. Documentation can include an employment letter, a W-2 form, and/or recent pay slips. The petitioner must provide an Affidavit of Support even if he or she does not earn any income; **OR**
- **Form I-864EZ Affidavit of Support**, with a copy of the sponsors Form W-2.

If you are immigrating as a family in a family preference category, the principal applicant needs to have an original signed Affidavit of Support as well as original supporting documents. Other family members may bring a photocopy of the Affidavit of Support.

For most employment-based immigrants:

- You are required to bring **confirmation of your job offer and salary**, written on the employer's letterhead and dated less than one year before your visa interview date.

For Returning Resident (SB-1) and Diversity Visa (DV) applicants:

- You are recommended to bring **Form I-134 Affidavit of Support**, with supporting documents.

The above forms, with instructions, are available at: <http://www.uscis.gov/portal/site/uscis>.



OTHER REQUIRED DOCUMENTS: If you have had any previous U.S immigration violations, bring all documents relating to those violations. If you have served in the military or have been convicted of a crime, bring the additional documents listed at http://travel.state.gov/content/visas/english/immigrate/immigrant-process/documents/Supporting_documents.html.

Frequently Asked Questions

What do I do if I need to reschedule my visa interview appointment?

If you cannot keep your scheduled visa appointment, please notify this office by email at support-india@ustraveldocs.com. We will give you further information on how to reschedule your appointment.

Who can attend my visa interview?

Generally, you may not bring anyone else, other than a U.S. citizen or Legal Permanent Resident relative who has petitioned for you, to your interview. We do make the following exceptions to this policy:

- Applicants under age 18 may be accompanied by a parent or guardian.
- Elderly applicants or applicants with disabilities may be accompanied by a helper.

What should I carry to the interview?

You should bring only the required documents in an unsealed plastic bag or folder. Mobile phones and most purses/bags are not permitted. We do not provide a facility for storage of any other items.

Am I guaranteed a visa?

We cannot guarantee in advance that your visa will be approved. Do not make any travel arrangements, dispose of your property, or give up your job until you have received your visa.

How will I receive my visa?

Your appointment letter lists the pick-up location you chose when making the appointment. You will receive an SMS and email when your visa is ready to be collected. You must bring an original government-issued photo ID and a photocopy of the ID to collect your visa. More information is available at: <http://www.ustraveldocs.com/in/in-loc-passportcollection.asp>.

What will my visa look like?

The visas will be affixed inside your passport and you will be given a sealed envelope with additional documents which should be carried in your hand luggage, **UNOPENED**, to the United States and submitted to the immigration inspector at the U.S. port-of-entry.

How long will my visa be valid for?

Your visa will generally be valid for six months or until the date your medical exam results expire, whichever is shorter.

How quickly do I need to apply for my visa?

You generally have one year to pursue your visa application from the date we notify you to start the application process. The appointment letter serves as the official notice. Your immigrant visa registration and petition will be cancelled if you fail to apply within one year of receiving this letter. If you are required to submit additional documents after your visa interview, you have one

year to submit those documents or your immigrant visa registration and petition will be cancelled.

What if a family member wants to apply for their visa later?

If you have a family member who qualifies to immigrate now but intends to stay in India longer than you, bring the following documents to your interview:

1. Original birth certificate for your family member, as well as a clear photocopy
2. A passport-size photograph of your family member
3. Passport or other government-issued photo identification for your family member