

*Introducing the DS-160 U.S.  
Visa Application Form*

**(CEAC)**

- **Consular Electronic Application Center  
(CEAC)**

[http://travel.state.gov/visa/frvi/forms/forms\\_1342.html](http://travel.state.gov/visa/frvi/forms/forms_1342.html)

<https://ceac.state.gov/genniv/>

**U.S. INTEREST SECTION  
HAVANA, CUBA**

# Background

- New online DS-160 nonimmigrant visa (NIV) application form
- Replaces the following forms:
  - DS-156 “Nonimmigrant Visa Application”
  - DS-157 “Supplemental Nonimmigrant Visa Application”
  - DS-158 “Contact Information and Work History for Nonimmigrant Visa Applicant”
- Mandatory for new applications as for May 31<sup>st</sup>, 2010

# Advantages to Applicants

- One form instead of three
- Completely online – nothing to fill out by hand
- Family and group feature – no need to fill in identical data more than once
- Save feature – don't need to complete all at once
- Frequent applicants can save application for reuse
- Print only a single confirmation page

# Application Process

## Make Appointment

- At Call Center in Mexico
- Referrals
- Diplomats and Employees
- Officials cases MINREX

## Complete Form

- Online at <https://ceac.state.gov/genniv/>

Only the application form has changed – Other parts of the process remain the same

## Pay Fee

- At Consular Section

## Interview

- At Embassy
- Fingerprint

## Pick Up Visa

- Day when notified

## INFORMATION TO BE PUT TOGETHER BEFORE COMPLETING THE FORM

Address where you will stay in the U.S.:

Phone number(s):

Present Work/Education/Training Primary  
Occupation:

Previous Work/Education/Training (Starting date and  
End date)

Additional Work/Education/Training (Dates)

Declare the countries to where applicant has traveled  
the last five years.

# FAMILY

- Father's and mother's and spouse's Surnames and Given names:
- Date(s) of Birth:
- Address where you the applicant will stay in the U.S.:
- Phone number(s):

## US CONTACT

- Contact Address, Phone Number and Email Address:

## PREVIOUS US TRAVEL

- Previous travel dates of arrival in the US
- Declare if you have visited other countries and the dates

# Completing the DS-160

## Step 1 – Accessing the Application

- Go to <https://ceac.state.gov/genniv>
- Read the instructions and press ***“Start Application”***
- ***AT THE TOP RIGHT CORNER OF THE PAGE YOU MAY CHOOSE THE LANGUAGE THAT YOU WILL USE.***

U.S. DEPARTMENT of STATE  
CONSULAR ELECTRONIC APPLICATION CENTER

Select Your Language: English

### Nonimmigrant Visa Application

#### Instructions

Welcome to the Consular Electronic Application Center Instructions page. This online Nonimmigrant Visa Application can be completed in order to assist you in expediting the visa application process.

**What you need:**

- Your Internet browser must support 128-bit encryption and must have javascript enabled.
- The minimum version of Internet Explorer (Windows) that this site supports is version 5.0 service pack 2 or higher.
- The minimum version of Netscape that this site supports is version 6.2 or higher.

Note: The time to download each page may vary depending on the speed of your Internet connection. Please be patient.

**Instructions for completing the online Nonimmigrant Visa Application:**

1. Enter the information requested into the appropriate spaces in each window. Please answer all questions. Your answers must be in English and must use English characters, except when you are asked to provide your full name in your native alphabet. Letters like ñ, ã, ù, ç are not recognized by the system. Please enter names like Muñoz and Semonin as Munoz and Semoin, unless otherwise asked.
2. Review the information you entered for accuracy.
3. Print the confirmation page.
4. Bring the confirmation page with you at all steps during the visa application process.

Notice 22 C.F.R. 101.103 requires an applicant to sign and submit his or her own Nonimmigrant Visa Application unless otherwise exempt. Although the applicant may receive assistance from a third party in preparing the application, the applicant is required to click the "Sign Application" button at the end of the application. The applicant's failure to sign the application may result in a termination of the application.

**Start Application**

This site is managed by the Bureau of Consular Affairs, U.S. Department of State. External links to other Internet

# Completing the DS-160

## Step 2 – Choose the Embassy

- Choose the Embassy or Consulate where you will apply
- For Havana applications upload photo is disabled. All applicants should bring their photos to their appointments.

**IF THE CHOSEN SELECTION IS WRONG , THE INFORMATION IN THE DS-160 WILL BE SENT TO A DIFFERENT DATABASE.**

The screenshot shows the U.S. Department of State Consular Electronic Application Center (CEAC) website. The page is titled "Nonimmigrant Visa Application" and "Getting Started". A dropdown menu is open, listing various embassies and consulates. The "Test Photo" button is highlighted. The page includes a navigation bar with "COMPLETE", "REVIEW", and "BID" tabs. The main content area contains instructions for getting started, including a warning about session expiration and a "Test Photo" button. A blue arrow points from the text in the slide to the "Test Photo" button.

U.S. DEPARTMENT of STATE  
CONSULAR ELECTRONIC APPLICATION CENTER

COMPLETE REVIEW BID

Nonimmigrant Visa Application

Getting Started

SELECTION LIST:

- BAGDAD, IRAQ
- CIUDAD JUAREZ, MEXICO
- DUBLIN, IRELAND
- GUADALAJARA, MEXICO
- HERMOSILLO, MEXICO
- HAMILTON, BERMUDA
- HONG KONG
- MERIDA, MEXICO
- MELBOURNE, AUSTRALIA
- MOSCOW, RUSSIA
- MONTREAL, CANADA
- NATAMGROS, MEXICO
- MONTERREY, MEXICO
- NOOALIS, MEXICO
- NUEVO LAREDO, MEXICO
- PODGORICA, MONTENEGRO
- PERTH, AUSTRALIA
- ST. PETERSBURG, RUSSIA
- SYDNEY, AUSTRALIA
- TJUANA, MEXICO
- TRIPOLI, LIBYA
- VANCOUVER, CANADA
- VLADIVOSTOK, RUSSIA
- YEKATERINBURG, RUSSIA
- PODGORICA, MONTENEGRO

minutes or more in the process of completing this expire and all entered data will be lost.

Center will permit you to complete an application started applications will be stored online. If you need to be completed for any reason, click the 'Save' button have completed and follow the instructions to save the returns to the Consular Electronic Application Center, 'licaten' button to upload the previously saved data.

As visa information (if applicable), and any other ad travel to the United States ready and available for application process.

plete the application are found on the [Instructions](#)

u will be submitting your application:

As part of the electronic submission of your application, you will be asked to provide an electronic copy of a photo of the applicant. The photo must meet requirements for photo submission. If you wish to test your photo prior to beginning the application, you may use the test photo button below.

Click the button below to test your photo:

Test Photo

Click here to review the photo standards guide



# Completing the DS-160

## Step 3 – Fill In The Form

- Complete all questions carefully and accurately
- Inserting wrong information or leaving required items blank will only delay your application

The image displays a screenshot of the DS-160 application form, showing three main sections: Personal Information, Passport Information, and Previous U.S. Travel Information.

**Personal Information 1**

NOTE: Data on this page must match the information as it is written in your passport.

Surnames: FERNANDEZ GARCIA (e.g., FERNANDEZ GARCIA)

Given Names: JUAN MIGUEL (e.g., Juan Miguel)

All Names in Native Alphabet

**Passport Information**

Passport Number: A1234567

**Previous U.S. Travel Information**

NOTE: Provide the following previous U.S. travel information. Provide complete and accurate information to all questions that require an explanation.

Q: Have you ever been in the U.S.?

A:  Yes  No

Provide information on your last five U.S. visits:

Date of Arrival: 01/01/2013 (Format: DD-MMM-YYYY)

Length of Stay: 01/01/2013 (Format: DD-MMM-YYYY)

Q: Do you or did you ever hold a U.S. Driver's License?

A:  Yes  No

Q: Have you ever been issued a U.S. Visa?

A:  Yes  No

Previous U.S. Visas

Date Last Visa Was Issued: 12/31/2013 (Format: DD-MMM-YYYY)

Visa Number:

**Help: Passport Number**

Enter the information on the travel document you will be using when traveling to the U.S. Your travel document should be a valid, unexpired passport or other valid, accepted documentation that is sufficient to establish your identity and nationality.

**Help: Previous U.S. Visas**

If you are unsure about when you visited the U.S., please provide a best estimate.

**Help: Passport Book Number**

The Passport Book Number is commonly called the passport control number. You may or may not have a Passport Book Number on your passport. The location of the Passport Book Number is your passport may vary depending on the country that issued your passport. Please contact your destination country's embassy if you are unable to determine whether or not your passport contains a Passport Book Number.

**Help: Expiration Date**

In most cases, your passport must have at least six months of validity to enter the U.S. If your visa application expires prior to your arrival in the United States.

# Completing the DS-160

## Saving an Application

- If you can't finish in one sitting, you can save the application to your hard drive and continue later
- Press "Save" at the bottom of any data entry page
- Press "Save Application to File"
- Press "Save" and navigate to the place you want to save your application
- **Save your work often because the form will time-out (close) approximately every 20 minutes.**

The image displays three screenshots from the U.S. Department of State's CEAC (Consular Electronic Application Center) website, illustrating the steps to save a DS-160 application.

The top screenshot shows a navigation bar with buttons for "Back: Getting Started", "Save", and "Next: Personal 2". A blue arrow points from the "Save" button to the "Save Confirmation" page below.

The middle screenshot is the "Save Confirmation" page. It contains the following text: "You have saved your application for your current session. Once you close the CEAC application browser window, you will not be able to retrieve the saved data." It also provides instructions for saving the application to a file: "If you plan on being away from the internet for more than 20 minutes, please click the 'Save Application to File' button below to save your application data to a file that you can retrieve at a later time. Then click the 'Save' button on the File download window. Identify a place on your computer to save the application file, browse to that location, and click the 'Save' button on the file download window. The system will download your application to the specified location. Once the download is complete, click 'Close' to return to this page. When you return to retrieve and use your saved application, follow the instructions provided on the Getting Started page to upload your saved application file." At the bottom, there are three buttons: "Save Application to File", "Continue Application", and "Exit Application".

The bottom screenshot shows a "Save Confirmation" page with a "File download" dialog box open. The dialog box asks "Do you want to open or save this file?" and displays the following information: Name: CEACAA000007C3.dat, Type: HTML Document, 21.0 KB, From: ceac.state.gov. There are "Open", "Save", and "Cancel" buttons. A blue arrow points from the "Save" button in the dialog box to the "Save Application to File" button on the page below.

OMB CONTROL NUMBER: 1405-0182  
FORM NUMBER: DS-160  
EXPIRATION DATE: 07/31/2011  
ESTIMATED BURDEN: 75 MIN

# Personal Information 1

NOTE: Data on this page must match the information as it is written in your passport.

- Getting Started
- Personal
  - Personal 1
  - Personal 2
- Address and Phone
- Passport
- Travel
- Travel Companions
- Previous U.S. Travel
- U.S. Contact
- Family
- Work / Education / Training
- Security and Background

### Surnames

(e.g., FERNANDEZ GARCIA)

#### Help: Surnames

Enter all surnames as listed in your passport. If only listed in your passport, enter the surnames as listed.

### Given Names

(e.g., JUAN MIGUEL)

#### Help: Given Names

If your name is not included in your passport, please enter your name as it appears on your identification documents. If you do not have a name, please enter "FNU" in Given Names.

### Full Name in Native Alphabet

Does Not Apply

**THE INFORMATION PROVIDED IN THESE FIELDS WILL BE PRINTED ON THE VISA.**

**Q:** Have you ever used other names (i.e., maiden, religious, professional, alias, etc.)?

**A:**  Yes  No

#### Help: Other Names

Other names used include your maiden name, religious name, professional name, or any other names which are known by or have been known by in the past.

#### Help: Navigation Buttons

Click on the buttons above to access previously entered data.

# Completing the DS-160

## Retrieving a Saved Application

- Browse to a saved application file
- Press “Upload Data”

The screenshot displays the CEAC website interface for a Nonimmigrant Visa Application. The page title is "Upload a Previous Application". The main content area contains the following sections:

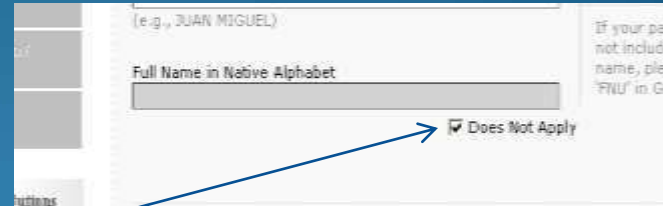
- Getting Started** (Navigation menu):
  - Personal
  - Address and Mailing
  - Employment
  - Travel
  - U.S. Entry/Exit
  - Previous DS-160s
  - U.S. Consulate
  - Family
  - Work/Education/Training
  - Security and Background
  - Photos
  - Consular Interview
  - Interviews
  - Temporary DS-160s
  - My Case
- Upload a Previous Application**:
  - Click 'Browse' and select the previously saved application file you wish to upload. Next, answer the security questions to validate that the correct file has been selected, then click 'Upload Data'. Finally, click on the 'Next' button at the bottom of each page until the last completed page has been reached and continue the application process.
  - Previously Saved Application File**:
    - File Path: H:\CEACA\2008\KIDGF.DAT
    - Browse button
  - Security Questions**:
    - First 5 Letters of Surname: HERNA
    - Year of Birth: 1978
  - Upload Data button and Cancel button

At the bottom of the page, there is a footer with the U.S. Department of State logo and the text: "This site is managed by the Bureau of Consular Affairs, U.S. Department of State. External links to other Internet sites should not be construed as an endorsement of the views contained therein." Below this text are links for Copyright Information, Disclaimers, and Privacy/Education Act.

# Completing the DS-160

## Tips

- If a question doesn't apply to you, you must check the "Does Not Apply" box
- Answer fully and include as much detail as you can
- Be especially careful with the yes/no questions near the end – misrepresenting the facts can make you ineligible to receive a visa ever

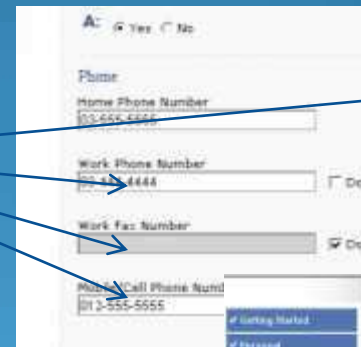


(e.g., JUAN MIGUEL)

Full Name in Native Alphabet

Does Not Apply

If your passport does not include your name, please enter "PNU" in the box.



A:  Yes  No

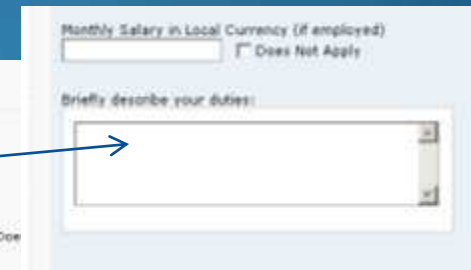
Phone

Home Phone Number  
[00000-0000]

Work Phone Number  
[000-0000]  Does Not Apply

Work Fax Number  
[000-0000]  Does Not Apply

Mobile Cell Phone Number  
[011-555-5555]



Monthly Salary in Local Currency (if employed)  
[00000000]  Does Not Apply

Briefly describe your duties:

[Text Area]



Security and Background: Security Information

NOTE: Provide the following security and background information. Provide complete and accurate information for all questions that require an explanation. A visa may not be issued to persons who are within specific categories defined by laws or regulations in the United States (except when a waiver is obtained in advance). One or more of the following apply to you? While a YES answer does not automatically signify ineligibility for a visa, if you answer YES you may be required to personally appear before a consular officer.

Do you seek to engage in espionage, sabotage, export control violations, or any other illegal activity while in the United States?  
A:  Yes  No

Do you seek to engage in terrorist activities while in the United States or have you ever engaged in terrorist activities?  
A:  Yes  No

Have you ever or do you intend to provide financial assistance or other support to terrorists or terrorist

# Completing the DS-160

## Step 4 – Reviewing Your Application

- You have an opportunity to review and edit all your answers before submitting your application
- Check carefully that everything is correct – it's impossible to make changes later

The screenshot displays the 'U.S. DEPARTMENT OF STATE CONSULAR ELECTRONIC APPLICATION CENTER' interface. The top navigation bar includes 'COMPLETE', 'PHOTO', and 'REVIEW' tabs. The main content area is titled 'Nonimmigrant Visa Application' and shows the 'Travel Information' section. The form includes the following fields and values:

- Principal Applicant?** YES
- Purpose of Your Trip to U.S.:** (Empty text field)
- Specific Travel Plan?** YES
- The Location you plan to visit in the U.S.:** (Empty text field)
- Address where you will stay in the U.S.:** 222 MAIN STREET, LONG BEACH, CALIFORNIA
- Person/Entity Paying for Your Trip:** SELF
- Other Persons Traveling with You:** YES
- Have you ever been in the U.S.?** YES
- Do you or did you hold a U.S. Driver's License?** NO
- Have you ever been issued a U.S. Visa?** YES
- Have you ever been refused a U.S. Visa, been refused admission to the United States, or withdrawn your application for admission at the point of entry?** NO

The bottom navigation bar contains buttons for 'Back: Personal Address', 'Save', and 'Next: U.S. Contact'.

# Completing the DS-160

## Step 5 – Submitting Your Application

- Once you submit your application, you can't change it
- Pressing “Sign and Submit Application” constitutes your electronic signature, certifying that all the answers on the application are true

The screenshot displays the CEAC website interface for a Nonimmigrant Visa Application. The top navigation bar includes 'U.S. DEPARTMENT of STATE CONSULAR ELECTRONIC APPLICATION CENTER', 'Contact Us', 'Help', and a language dropdown set to 'English'. The main content area is titled 'Nonimmigrant Visa Application' and 'Sign and Submit'. It contains instructions for signing and submitting the application, a question about assistance, an e-signature section with a certification statement, a passport number field, a CAPTCHA field with the code '9FZx8', and a 'Sign and Submit Application' button. The bottom navigation bar includes 'Back: REVIEW', 'Save', and 'Next: Confirmation'.

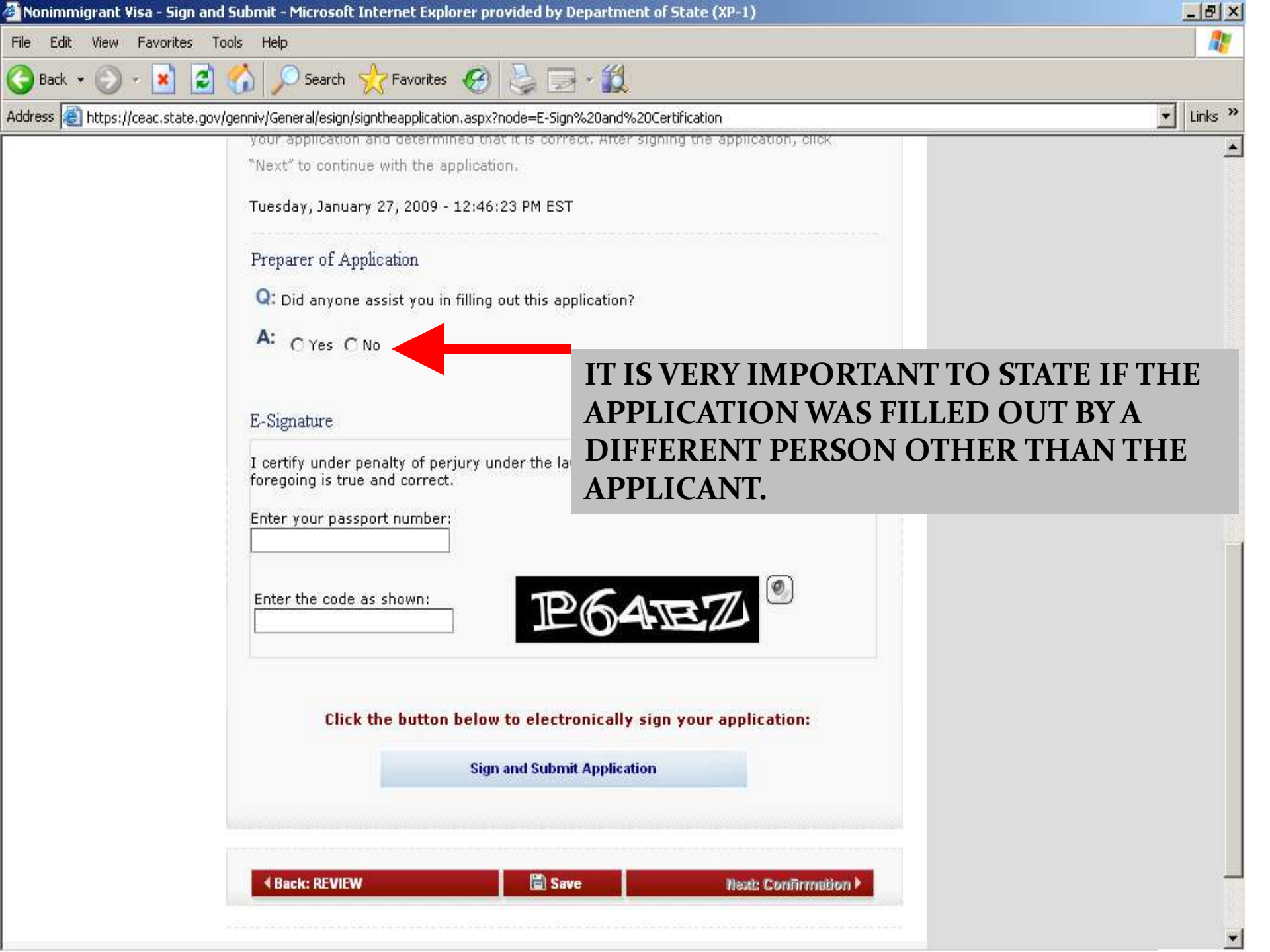
# Completing the DS-160

## Step 6 – Printing Your Confirmation Page

- Print the confirmation page
- You only need to bring the printed confirmation sheet to the interview
- You can print the entire application for your own records if you wish
- *You can e-mail the confirmation to someone else (e.g., if you are completing the application for another person)*

The screenshot shows the 'Confirmation' page for a Nonimmigrant Visa Application. At the top, it features the U.S. Department of State logo and the text 'U.S. DEPARTMENT of STATE CONSULAR ELECTRONIC APPLICATION CENTER'. Below this, the title 'Nonimmigrant Visa Application' is followed by 'Confirmation'. The page contains several sections of text: a warning that the confirmation page must be printed clearly and legibly, and instructions on what to submit (passport and confirmation page) to the consular post. It also provides a link to the travel.state.gov website for further questions. A section titled 'This confirms the submission of the Nonimmigrant visa application for:' includes a photo of a woman and a table of application details: Name Provided: TEST, TEST; Nationality: BRAZIL; Passport Number: TEST; Completed On: 20 February 2008; Confirmation No: AA0000001. Below the photo, the location is listed as 'US EMBASSY - SEOUL, 233 TEST DR, SEOUL S, KOREA'. A barcode with the number 'A A 0 0 0 0 0 0 1' is visible. At the bottom, there are three buttons: 'Print Confirmation', 'Print Application', and 'Email Confirmation'. A red warning 'THIS IS NOT A VISA' and the version number 'Version 01.00.00' are also present. The footer contains a copyright notice and links for 'Copyright Information', 'Disclaimers', and 'Paperwork Reduction Act'.





your application and determined that it is correct. After signing the application, click "Next" to continue with the application.

Tuesday, January 27, 2009 - 12:46:23 PM EST

### Preparer of Application

**Q:** Did anyone assist you in filling out this application?

**A:**  Yes  No

**IT IS VERY IMPORTANT TO STATE IF THE APPLICATION WAS FILLED OUT BY A DIFFERENT PERSON OTHER THAN THE APPLICANT.**

### E-Signature

I certify under penalty of perjury under the law that the foregoing is true and correct.

Enter your passport number:

Enter the code as shown:



**Click the button below to electronically sign your application:**

**Sign and Submit Application**

**Back: REVIEW**

**Save**

**Next: Confirmation**

# Completing the DS-160

## Step 7 – Printing Your Confirmation Letter (cont)

- This is what the confirmation page looks like if your photo was not uploaded
- You will need to bring a photo with you to the interview

U.S. DEPARTMENT OF STATE  
CONSULAR ELECTRONIC APPLICATION CENTER

Nonimmigrant Visa Application

Language: ENGLISH (UNITED STATES)

### Confirmation

**NOTE:** The photo you have submitted with your visa application did not meet the quality standards specified in the instructions on photo submission for visa applicants. Please have new photos taken, specifically following the photo guideline instructions on <http://travel.state.gov>.

**YOU MUST BRING** this confirmation page and the following document(s) with you at all steps during the application process:

**Passport.**

**YOU MUST BRING** this confirmation page and submit it with the NEW photo and your passport to your Embassy, Consulate, or International Organization to complete the application process. The barcode **MUST** be clear and legible on the printed page. You may also print the entire application for your records. If you do not have access to a printer at this time, select the option to email your confirmation page to an email address.

Please contact your Consular Post directly for information on how to continue the application process. Please note that you will be required to provide proof that you have paid the visa application fee. You may also provide any additional documents you feel will support your case. **DO NOT** submit the entire application.

Some posts have special procedures for applicants who may not need a visa interview; you may find information about that process on the Consular Post's website.

If you have further questions or to find out how to contact the Consular Post please go to <http://www.ustravelservices.gov> or <http://travel.state.gov>.

This confirms the submission of the Nonimmigrant visa application for:

	Name Provided:	TEST, TEST
	Nationality:	BRAZIL
	Passport Number:	TEST
	Completed On:	3 June 2008
Confirmation No.:		AA000004E8

Location Selected:  
US EMBASSY - LONDON  
666 TEST DR  
LONDON, UK

Barcode: A A 0 0 0 0 0 4 E 8

[Print Confirmation](#) [Print Application](#) [Email Confirmation](#)

**THIS IS NOT A VISA** Version 01.00.06

This site is managed by the Bureau of Consular Affairs, U.S. Department of State. External links to other Internet sites should not be construed as an endorsement of the views contained therein.  
[Consulate Information](#) [Embassies](#) [Feedback Reduction Act](#)

**FOR GROUPS OF APPLICANTS  
(DELEGATIONS, MUSIC BANDS,  
SPORT TEAMS, ETC.)**

***ONCE YOU HAVE SUBMITTED THE  
APPLICATION THE “THANK YOU” PAGE WILL  
SHOW ON YOUR SCREEN AND YOU WILL BE  
ABLE TO SEE THE OPTION OF CREATING A  
FAMILY OR GROUPS OF APPLICANTS.***

# Reminder

The DS-160 replaces only the application forms. Other items are still required

- Students: I-20
- For main investors. They should complete the DS-156E that will be the DS-161
- Exchange Visitors: DS-2019
- For artists, musicians: I-797B (Approved by the Department of Home Security ) DHS
- Diplomats and Officials: Diplomatic Note
- Letters of invitations from the sponsors of the events in the United States.  
(Physical addresses and phone numbers)

And most applicants still need evidence of ties to their place of residence.



# Tips

## *Save often.*

Save your work. Once you start the online form, save your work often because the form will time-out (close) approximately every 20 minutes. Save it to your computer, where you can retrieve it. The form can take as long as 90 minutes to complete.

- Be thorough and specific.
- Only use “do not know” or “does not apply”, if true. Use explanation fields as appropriate.
- Be honest; ask applicant more questions if needed.
- Ensure photo meets quality standards (50X50 mm, facing the camera and with the white background. The photo should not be older than six months).
- Confirmation page should have a clearly printed bar code.
- Advise applicants to bring old passports to the interview.