

PROMPT SHEET FOR COMPLETING DS-160

PLEASE NOTE, AS DIRECTED BY THE US EMBASSY, THIS FORM MUST BE COMPLETED A MINIMUM OF 5 DAYS IN ADVANCE OF YOUR INTERVIEW DATE.

Before you begin to complete this form please read through the details contained in this prompt sheet to ensure you have all the information required for filling out the form beside you before you begin as the form will time out after approximately 5 minutes of inactivity. You must also ensure that you have your correct digital photo image ready to download on to the form – See 2009 J1 Visa Guide for details on obtaining this photo.

STEP 1

Select Location where you will be Submitting your application

Select “Manila, Philippines”

STEP 2

Start a New Online Application

Click “Start a new Application” form

PERSONAL INFORMATION 1

What is the given name of your Mother’s Mother? Please Provide (Name/Middle name/ Surname)	
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Surname	
Given Names	
Middle Name	
Full name in Native Alphabet	
Other Surnames ‘Maiden, Aliases’	
Do you have a telecode that represents your name? (Yes or No) *Telecodes are 4 digit code numbers that represent character in some non-roman alphabet names.	
If Yes	

Telecode Surnames	
Telecode Given Names	
Sex	
Marital Status	
Date of Birth “dd/mm/yyyy”	
Place of Birth	
State/Province of Birth	
Country of Birth	

Click Next: Personal 2

PERSONAL INFORMATION 2

Nationality	
Do you hold other Nationality	
National Identification Number	
U.S Social Security Number	
U.S taxpayer ID Number	

Click Next: Address and Phone

Home Address	
State/Province	
Postal Zone/ Zip Code	
Country	
Is your mailing address same as your Home Address? (This is the address to which your passport will be sent if you qualify for a visa.)	
IF No (Please answer Below)	
Mailing Address	
City	
State / Province	
Postal Zone / ZIP Code	
Country	
Primary Phone Number	
Secondary Phone Number	
Work Phone	
Email Address	

Click Next: Passport

Passport / Travel Document Type? Please check below your travel document type.	
Regular	
Official	
Diplomatic	
Other	
Passport Number	
Passport Book Number	
Country/Authority that issued Passport	
Where was Passport Issued	
State/Province	
Country	
Issuance Date “dd/mm/yyyy”	
Expiration Date “dd/mm/yyyy”	
Have you ever lost/stolen	
If yes Please provide passport No	
Country/Authority that Issued Passport	

Click Next: Travel

TRAVEL INFORMATION

Are you the principal applicant	
Purpose of Trip to US	
Intended Date of arrival in US dd/mm/yyyy	
Intended length of stay in US	
Address where you will stay in US	
Street Address Line 1	
Street Address Line 2	
City	
State	
Zip Code	
Person/Entity paying for your trip	
Self	
Other Person	
Surname of person paying for your trip	
Given Names of person paying for trip	
Telephone Number	
Email Address	
Relationship to you	

Is the address of the party paying for your trip the same as your home or mailing address?	
If No	
Street address line 1	
Street address line 2	
City	
State / Province	
Postal Zone / Zip Code	
Country	
Company / Organization	
Name of Company / Organization Paying for your trip	
Telephone number	
Relationship to you	

Click Next: Travel Companions

Are there other persons traveling with you?	
Please Provide Complete (Name, Middle Name, Surname)	
Name of person traveling with you?	
Relationship to you?	
Name of person traveling with you?	
Relationship to you?	
Name of person traveling with you?	
Relationship to you?	
Name of person traveling with you?	
Relationship to you?	
Name of person traveling with you?	
Relationship to you?	
Name of person traveling with you?	
Relationship to you?	
Name of person traveling with you?	
Relationship to you?	
Name of Person traveling with you?	
Relationship to you?	
Are you traveling as part of a group or organization?	

Click Next: Previous US Travel

Have you ever been in the US? If yes Please provide in your information on your last five U.S Visits	
Previous US Visits “dd/mm/yyyy”	
Length of Stay	
Previous US Visits “dd/mm/yyyy”	
Length of Stay	
Previous US Visits “dd/mm/yyyy”	
Length of Stay	
Previous US Visits “dd/mm/yyyy”	
Length of Stay	
Previous US Visits “dd/mm/yyyy”	
Length of Stay	
Do you or Did you hold a U.S Drivers Licence? IF YES 1. Driver’s License Number 2. State of Driver’s License	
Have you even been issued a US Visa	
Date Last Visa was issued “dd/mm/yyyy”	
Visa Number	
Are you applying for the same type of visa?	
Are you applying in the same country where the visa above is issued and is this country your principal country of residence?	
Have you been ten-printed? (Yes or No) *Ten-printed means that you have provided fingerprints for all your fingers, as opposed to having provided only two fingerprints.	
Has your US Visa ever been lost or stolen?	
Has your US Visa ever been cancelled or revoked?	
Have you ever been refused a US visa,	

been refused admission to the United States, or withdrawn your application for admission at the point of entry?	
Has anyone ever filed an immigrant petition on your behalf with the United States Citizenship and Immigration services?	
Date of refusal “dd/mm/yyyy”	
Visa Type	
Explain	

Click Next: US Contact

U.S. CONTACT INFORMATION

Contact Person	
Give Names	
Organization Name if applicable	
Relationship to you	
Street Address Line 1	
Street Address Line 2	
City	
State	
Zip Code	
Phone Number	
Email Address	

Click Next: Family

FAMILY INFORMATION

Father's Full Name	
Father's Date of Birth	
Is your father in the US	
Mother's Full Name	
Mother's Date of Birth	
Is your mother in the US	

Do you have any immediate relatives, not including parents in the US?	
If Yes Relative Name	
Relationship to you	
Status: ie; US Citizen; US Legal	

Permanent Resident	
Do you have any other relatives in the United States	

Spouse's Full Name	
Spouse's Date of Birth	
Spouse's Nationality	
Spouse's City of Birth	
Spouse's Country of Birth	
Spouse's Address	

Click Next: Work/Education/Training

WORK / EDUCATION / TRAINING INFORMATION

Primary Occupation	
Present Employer or School Name	
Address Line 1	
Address Line 2	
City	
Province/State	
Postal Zone/Zip Code	
Country	
Telephone Number	
Month Salary in Local Currency	
Position/Briefly Describe you Duties	
For previously employed & Retired applicant:	
Were you previously employed?	
Employer Name	
Employer Street Address	
Address Line 1	
Address Line 2	
City	
Province/State	
Postal Zone	
Country	
Telephone No.	
Position / Briefly describe your duties	
Supervisor's Surname	
Supervisor's Give Name	
Monthly Salary	

Employment date From dd/mm/year	
Employment date To dd/mm/year	
Position/Briefly Describe your Duties	

Click Next: Work/Education/Training

ADDITIONAL WORK / EDUCATION / TRAINING INFORMATION

For College

Have you attended any educational institutions other than elementary schools?	
Name of Institutions/School	
School Street Address	
Address Line 1	
Address Line 2	
City	
Province/State	
Postal Zone	
Country	
Course of Study	
Date of Attendance From DD/MM/YY	
Date of Attendance To DD/MM/YY	

For High School

ADDITIONAL WORK / EDUCATION / TRAINING INFORMATION

Have you attended any educational institutions other than elementary schools?	
Name of Institutions/School	
School Street Address	
Address Line 1	
Address Line 2	
City	
Province/State	
Postal Zone	
Country	
Course of Study	
Date of Attendance From DD/MM/YY	
Date of Attendance To DD/MM/YY	

Do you belong to a clan or tribe?	
Provide List of Language You Speak	
Have you travelled to any countries within the last 5 years?	
What countries?	
Have you belong to contribute to, or work for any professional, social, or charitable organization?	
Do you have any specialized skills or training, such as firearms, explosives, nuclear, biological, or chemical experience?	
Have you ever served in the military?	
Have you ever served in, been a member of, or been involved with a paramilitary unit, vigilant unit, rebel group, gerilla group, or in surgeon organization?	

Click Next: Security and Background

SECURITY AND BACKGROUND INFORMATION

Note: Please answer all questions "TRUTHFULLY"

<p>Do you have a communicable disease of public health significance? (Communicable diseases of public health significance include chancroid, gonorrhea, infectious leprosy, lymphogranuloma, venereum, infectious stage syphilis, active tuberculosis, and other diseases as determined by the department of health and Human Services.)</p>	
<p>Do you have a mental or physical disorder that poses or is likely to pose a threat to the safety or welfare of yourself or others?</p>	
<p>Are you or have you ever been a drug abuser or addict?</p>	

<p>Have you ever been arrested or convicted for any offense or crime, even though subject of a pardon, amnesty, or other similar action?</p>	
<p>Have you ever violated, or engaged in a conspiracy to violate, any law relating to controlled substances?</p>	
<p>Are you coming to the United States to engage in prostitution or unlawful commercialized vice or have you been engaged in prostitution or procuring prostitutes within the past 10 years?</p>	
<p>Have you ever been involved in, or do you seek to engage in, money laundering?</p>	
<p>Have you ever committed or conspired to commit a human trafficking offense in the United States or outside the United States?</p>	
<p>Are you the spouse, son or daughter of an individual who has committed or conspired to commit a human trafficking offense in the United States or outside the United States and have you within the last five years, knowingly benefited from the</p>	

trafficking activities?	
Have you knowingly aided, abetted, assisted or collude with an individual who has committed or conspired to commit a severe human trafficking offense in the United States or outside the United States?	

Do you seek to engage in espionage, sabotage, export control violations, or any other illegal activity while in the United States?	
Do you seek to engage terrorist activities while in the United States or have you ever engaged in terrorist activities?	
Have you ever or do you intend to provide financial assistance or other support to terrorists or terrorist organizations?	
Are you a member or representative of a terrorist organization?	
Have you ever ordered, incited, committed, assisted, or otherwise participated in genocide?	
Have you ever committed, ordered, incited, assisted, or otherwise participated in torture?	
Have you committed, ordered, incited, assisted, or otherwise participated in extrajudicial killings, political killings, or other acts of violence?	
Have you ever engaged in the recruitment or the use of a child soldier?	
Have you, while serving as a government official, been responsible for or directly carried out, at any time, particularly severe violations of religious freedom?	
Have you ever been directly involved in the establishment or enforcement of the population controls forcing a woman to undergo an abortion against her free choice or a man or woman to undergo sterilization against his or her free will?	
Have you ever been directly involved in the coercive transplantation of human organs or bodily tissue?	

Have you ever been the subject of a removal or deportation hearing?	
Have you ever sought to obtain or assist others to obtain a visa, entry into the United States, or any other United States immigration benefit by fraud or willful misrepresentation or other unlawful means?	
Have you failed to attend a hearing on resolvability or inadmissibility within the last five years?	
Have you ever been unlawfully present, overstayed the amount of time granted by an immigration official or otherwise violated the terms of a U.S. visa?	

Have you ever withheld custody of a U.S. citizen child outside the United States from a person granted legal custody by a U.S. court?	
Have you voted in the United States in violation of any law or regulation?	
Have you ever renounced United States citizenship for the purpose of avoiding taxation?	
Have you attended a public elementary school on student (F) status or a public secondary school after November 30, 1996 without reimbursing the school?	

LOCAL INFORMATION

Current Location	MANILA, PHILIPPINES
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PREPARER OF APPLICATION:

Did anyone assist you in filling out this application?	NO
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