

Please follow the steps below <u>before</u> your immigrant visa interview at the U.S. Embassy in Amman, Jordan.

# Step 1: Register for document delivery

Registering for document delivery provides us with the information we need to properly return your passport to you after your interview. Registration is free. Click the "Register" button below to register.

If you want to cancel or reschedule your interview, you will be able to do so after registration. Please note that rescheduling is only possible on a date <u>after your assigned interview date.</u>

Register

# Step 2: Get a medical exam in Jordan

As soon as you receive your interview date, you must schedule a medical exam in Jordan. Click the "Medical Exam Instructions" button below for a list of designated doctor's offices in Jordan. Please schedule and attend a medical exam with one of these doctors before your interview.

**Medical Exam Instructions** 

### Step 3: Complete your pre-interview checklist

It is important that you submit all required original documents in advance of your interview date. We've created a checklist that will tell you what to submit.

**Pre-Interview Checklist** 



**Special Information for Syrian Applicants** 



# Step 4: Review interview guidelines

Read our interview guidelines to learn about any special actions that you need to take *before* your visa interview.

**Interview Guidelines** 

### **Contact information**

Abdoun, Al-Umawyeen St. Amman-Jordan

- Phone: 962-6-579-9560
- **≡** Email: Support-jordan@ustraveldocs.com
- Website:
  US Embassy Amman
- Map:



# Other links

- Diversity visa instructions
- After your interview
- Frequently asked questions
- Jordan Document Guide

### Social media







# **Interview Preparation Video**



# **Medical Exam Instructions**



All immigrant visa applicants, regardless of age, require a medical examination prior to the issuance of a visa. Only a physician accredited by the U.S. Embassy can perform this exam. It is your responsibility to schedule a medical exam with one of the doctors listed below before your visa interview at the U.S. Embassy. Medical examination results from other physicians are not accepted.

### **Dr. Agnes DeBaz**

Al-Khalidi Hospital Amman, Jordan

Telephone: (06) 464-4281 to 4289

Office Hours: 8:00 a.m. – 4:00 p.m. Saturday – Thursday

### Dr. Amira Taha Hamadeh & Dr. Laila Kutkut

International Organization for Migration (IOM) Medical Center

Al Madina Al Monawwara Street, next to Ibn Al Haitham Hospital, behind the Eye Specialty Hospital

Telephone: 962-77-5700781 and 962-79-7433882

E-mail: IOMAmmanMHACAppts@iom.int

Office hours: 8:00 a.m. - 4:30 p.m. Sunday - Thursday

### Dr. Amy F. Khoury

**Abdoun Clinics** 

Second Floor, across the street from Arab Medical Center Emergency room door

Telephone: 962-6-5938006 Fax: 962-6-5938003

E-mail: dr.amykhoury@yahoo.com

Office Hours: 9:00 a.m. - 4:00 p.m. Saturday – Thursday

### Items to bring to your medical examination

The doctor will need the following items to complete the medical exam forms:

- Your visa interview letter,
- Your passport,
- Two (2) recently taken passport-sized color photographs, and
- A copy of your immunization records.

Any medical examination fees, including x-ray and blood test fees, must be paid directly to the examining physician.

#### **During the medical exam**

The medical examination will include a medical history review, physical examination, and chest X-ray, gonorrhea testing and blood tests (for applicants 15 years of age or older). The United States also requires tuberculosis (TB) testing for all applicants two years of age and older. Please be prepared to discuss your medical history, medications you are taking, and current treatments you are undergoing. More information on general medical requirements for U.S. immigrants is available <a href="https://example.com/here/beta-bases/beta-

U.S. immigration law requires immigrant visa applicants to obtain certain vaccinations prior to the issuance of a visa. Current immigrant visa vaccination requirements are available <a href="here">here</a>. You can also read Frequently Asked Questions about our medical examination requirements online.

# **Medical Exam Instructions**



### **Schedule of Costs for Immigrant Medical Services**

The following schedule of costs represents the maximum amount that authorized physicians may charge for a given service. These prices are subject to change only with the approval of the embassy. If you believe that a panel physician has charged you more than the maximum authorized amount, please inform the embassy immediately.

Service	Cost in JOD
Medical Examination (Adult):	135.000/adult
Includes chest X-ray, urinalysis, blood work, and VDRL	
Medical Examination (Child):	55.000/child
Includes urinalysis, blood work, VDRL, and vaccines	
Sputum Examination (when needed)	15.000/person
Series of three exams	

#### After the medical exam

When your examination is completed, the doctor will provide you with exam results in a sealed envelope. **DO NOT OPEN THIS ENVELOPE**. Please send a complete document package with Aramex or drop it off at the U.S. Embassy between 11:00 a.m. and 12:00 p.m. any day that the embassy is open.

**Non-residents of Jordan and applicants traveling to Jordan for interview:** You should arrive in Jordan *five days before* your interview and conduct your medical exam. *Three business days before* your interview, please drop off your complete document package at the U.S. Embassy between 11 a.m. and 12 p.m.

Any x-rays taken will be given to you. You **DO NOT** need to bring the x-rays to your visa interview unless you suffer from tuberculosis (TB). However, you **must** carry the x-rays with you when you travel to the United States for the first time. The medical report must be less than six months old when you enter the United States as an immigrant.

# **Pre-Interview Checklist ☑**



Ple	ase use the list below to determine the items that every applicant must submit in advance of the immigrant visa interview:
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	A copy of your NVC interview letter (does not apply to Diversity Visa, fiancé(e), adoptive, or asylee/refugee applicants).
	Unexpired passport valid for six months beyond your intended date of entry to the United States <u>and</u> a photocopy of the biographic page (where your name and photo are located).
	Two (2) color passport-size photographs of each person applying for a visa (5 cm x 5 cm, or 2 inch x 2 inch). Please review our online photo requirements.
	Confirmation page from the Form DS-260 Application for an Immigrant Visa you submitted online at <a href="mailto:ceac.state.gov/iv">ceac.state.gov/iv</a> .
	Your <b>original</b> birth certificate, English translation, <u>and</u> a photocopy.
	Medical examination results in a sealed envelope (if the physician gives you these results).
	Original or certified copies of birth certificates for all children of the principal applicant (even if he or she is not accompanying).
Ар	plicants who fall into any category listed in italics below should bring these additional documents:
For	family-based visa applications:
	The appropriate Form I-864 Affidavit of Support for each financial sponsor along with a photocopy of the sponsor's IRS transcript or most recent U.S. federal income tax return, and any relevant W-2s.
	Proof of your U.S. petitioner's status and <u>domicile</u> in the United States (photocopy of a U.S. passport, naturalization certificate, or lawful permanent resident card).
	Evidence of the relationship between the petitioner and visa applicant (such as photographs, letters, or emails).
	If you are married: Your original marriage certificate, English translation, and a photocopy.
	If you were previously married: Your original divorce or spouse's death certificate, English translation, and a photocopy.
	If you are older than 16 years of age: The <b>original</b> police certificate from your country of current residence and countries of previous residence. If these three items are <u>all</u> true, you must bring a more recent police certificate to the interview:
	1. You are older than 16 years;
	2. You obtained a police certificate more than one year ago; and
	3. You still live in the country that issued the police certificate.
	For employment-based visa applications: Letter from your U.S. employer dated less than one month ago.
	If you have ever been convicted of a crime: Court and criminal records, English translation, and a photocopy.
	If you have served in any country's military: Military records, English translation, and a photocopy.
	If you are adopted: Adoption papers or custody documents, English translation, and a photocopy.

If you are the petitioner's stepchild: The original marriage certificate of the petitioner and your biological parent, English

translation, and a photocopy along with divorce records for any previous marriages of either parent.

# **Interview Guidelines**



### Submitting documents to the U.S. Embassy in Amman

Immigrant visa applicants must submit the required documents in advance of their interview dates. Failing to provide a complete document package in advance will delay visa processing. If you do not provide a complete document package in advance of your interview, your interview may be cancelled and you may be asked to schedule a different interview date online. Please visit the U.S. Embassy's Visa webpages for more detailed information.

Jordanians, residents of Jordan, and applicants already in Jordan: One to two weeks before your interview, you must send your complete document package with Aramex or drop it off at the U.S. Embassy between 11:00 a.m. and 12:00 p.m. any day that the embassy is open. These hours are for document drop-off only; we will not be able to assist with cases or answer questions during this time. You should submit all documents no more than two weeks before your interview and no later than one week before your interview.

Non-residents of Jordan and applicants traveling to Jordan for interview: You should arrive in Jordan five days before your interview and conduct your medical exam. Three business days before your interview, you must drop off your complete document package at the U.S. Embassy between 11:00 a.m. and 12:00 p.m.

# Rescheduling or cancelling your interview

If you are unable to attend or have missed your scheduled interview, please reschedule your interview at www.ustraveldocs.com. There may be a significant wait before the next available interview, so please attempt to attend the date already assigned. For some family-based and employment preference visa categories, a visa became available within the month you have been scheduled by NVC. DV applicants should be aware that visas are numerically limited and must be issued by September 30 of the program year. There is no guarantee that a visa will still be available on the date of your rescheduled interview. Please carefully consult the <u>Visa Bulletin</u> before you decide to reschedule your interview.

**Please note:** You can only reschedule after your assigned interview date.

### **Security screening procedures**

All visitors to the U.S. Embassy in Amman must follow certain security procedures. Any visitor who declines to be screened by U.S. Embassy security personnel will be unable to enter the embassy. To avoid delaying your entry and that of those in line behind you, please bring only what is required for your interview. If you leave items in your car, be sure to put them in the trunk and lock your car; do not leave any personal items in view in the passenger compartment.

# **Accompanying persons**

The following persons may accompany a visa applicant to their interview:

- Interpreter: Applicants may bring ONE interpreter if they do not speak English or Arabic well enough to participate in an interview.
- Special Needs Visitors: Applicants may bring ONE person to help if they are elderly, disabled, or a minor child.

Attorneys are **not** permitted to accompany clients into the waiting room or to their interview.

# **Interview Guidelines**



### **Immigrant visa fees**

If you have not paid all required fees to either the National Visa Center or via the interview appointment website, please be prepared to pay these fees on the day of your interview.

All fees may be paid in either U.S. dollars or the Jordanian dollar equivalent. We accept cash and credit cards only. *Please note that if you are found ineligible to receive a visa, the application fee cannot be refunded.* You can find a complete list of fees on our Fees for Visa Services webpage.

# Do not make travel plans outside of Jordan

If your visa is approved, we will keep your passport at the embassy while we prepare your immigration packet and print a visa for your passport. We will return your passport to you later via courier services only. If you have to travel within Jordan while your passport is still with us, please make sure you have a valid picture ID other than your passport.

# **After Your Visa Interview**



A consular officer can make a decision on a visa application only after reviewing the formal application and interviewing the applicant. *There is no guarantee that you will receive a visa*. Do not sell your house, car or property, resign from your job or make non-refundable flight or other travel arrangements until you have received your immigrant visa.

#### If more information is needed

Sometimes a consular officer is unable to make a decision on a visa application because he/she needs to review additional documents or the case requires further administrative processing. When additional documents are requested, the consular officer will give you a refusal letter that asks you to submit additional documents. The letter will include instructions on how to send those documents to the embassy.

Administrative processing takes additional time after the interview. Most administrative processing is resolved within 60 days. However, the timing varies based on the circumstances of each case. Before inquiring about the status of administrative processing, please wait at least 60 days after your interview.

### What happens after visa approval?

Passport, Visa, and Sealed Immigrant Packet – We will place your immigrant visa on a page in your passport. Please review your visa to make sure there are no spelling errors. We will also give you a sealed envelope containing documents that you must give to U.S. immigration authorities when you arrive in the United States for the first time. Do not open this envelope. You must carry it with you; do not put it in your checked luggage. If you receive X-rays during your medical examination, carry those with you and give them to the U.S. immigration authorities.

**USCIS Immigrant Fee** – All individuals who are issued immigrant visas overseas must **pay an Immigrant Fee** to U.S. Citizenship and Immigration Services (USCIS) *prior to traveling* to the United States. This fee is for processing your residency status and printing your Permanent Resident Card. The only people exempt from paying this fee are: children entering the United States under the Hague Process, returning residents, and people traveling on a K visa.

When You Should Travel – You must enter the United States *before* the expiration date on your visa, which is usually six months from the date of printing. Your visa cannot be extended and all fees are nonrefundable. The principal applicant must enter **before or at the same time** as other family members with visas. Children who turn 21 years old *after* visa issuance must enter the United States before they turn 21 years old; otherwise they will lose their immigrant status.

**Getting a Green Card** – Your Form I-551 Permanent Resident Card, also known as a green card, will be automatically mailed to the address in the United States that you write in your visa application form. This is a very important document that proves you have permission to reside in the United States. *Do not travel outside of the United States until you receive your Permanent Resident Card. Once your card is issued, you should not stay outside of the United States for more than one year. If you do, you will lose your status as a Lawful Permanent Resident.* 

Children's Issues – Children are required to have certain vaccinations before they can enroll in school in the United States. Therefore, we recommend that you bring your child's complete vaccination records with you to the United States. Additionally, if your child is adopted, you have full custody as a result of a divorce, or you share custody with the child's other parent, we recommend that you bring a copy of all applicable adoption or custodial papers from the authoritative court in your home country. You will likely need these papers (translated into English) in the United States for issues such as school enrollment, medical care, and eventual citizenship.

**Information for New Immigrants** – Please visit the USCIS web page for helpful information on moving to the United States. You can read their publication "<u>Welcome to the United States</u>: A <u>Guide for New Immigrants</u>" online.

# **Diversity Visa Applicants – Additional Information**



If you are interviewing for a Diversity Visa (DV), all of the above instructions apply to you. Please schedule and attend a medical examination prior to your visa interview; gather the required documents; Jordanians, residents of Jordan, and applicants already in Jordan, please send a complete document package with Aramex or drop it off at the U.S. Embassy between 11 a.m. and 12 p.m. 1-2 weeks before your interview any day that the embassy is open.

Below are additional instructions that apply **only** to DV applicants.

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n addition to the documents listed on the Pre-Interview Checklist in this package, DV applicants should also bring the following items to your visa interview:	е
☐ Interview information printed from the "Entrant Status Check" on the <u>E-DV website</u>	
Documents showing that you have either a qualifying high school education <b>OR</b> have two years of qualifying work experience in the last five years immediately prior to application (for the principal applicant only; more information is available on our <u>Diversity Visa Process webpage</u> ).	
Payment in cash of the \$330 Diversity Visa Application Fee	

### **Review your DV Lottery entry**

Prior to your visa interview, we recommend that you review the data on your initial E-DV entry. On your initial E-DV application, you must have correctly entered your marital status. If you are legally married you must have listed your spouse, even if you are currently separated from him/her (unless your spouse is a U.S. citizen or Lawful Permanent Resident).

Additionally, you must have listed ALL of your living children who are unmarried and under 21 years old. This includes your natural children, your spouse's children, or children you have formally adopted in accordance with the laws of your country.

Failure to have listed an existing spouse or children at the time of your entry in the Diversity Visa lottery will result in the denial of your visa and visas for your family. Any fees paid to the U.S. government in support of your visa application(s) are nonrefundable. If you failed to include a child who had already been born, or a spouse to whom you were married when you entered the lottery, you should not proceed with the visa application. You can review the eligibility requirements on our <u>Diversity Visa Process webpage</u>.

# **Special Information for Syrian Applicants**



Some visa applicants traveling from Syria have encountered difficulties arriving in Amman for their immigrant visa interviews. The U.S. Embassy in Amman is liaising with the Jordanian authorities and Royal Jordanian Airlines to facilitate the entry of immigrant visa applicants arriving from Beirut by air. While we cannot guarantee their entry into Jordan, we can inform the Jordanian authorities that Syrian immigrant visa applicants will be entering Jordan via Queen Alia International Airport (QAIA) on a specific date for an immigrant visa interview. At this time we cannot assist visa applicants attempting to enter Jordan by land through border crossings.

Syrian IV applicants with scheduled interviews at the U.S. Embassy in Amman should email their flight itinerary to the National Visa Center (NVC) at <a href="mailto:sfvp@state.gov">sfvp@state.gov</a> as instructed by NVC. Currently, the only Royal Jordanian flights from Beirut are RJ 402, RJ 404, RJ 406 and RJ 408. We cannot guarantee coordination on other airlines or codeshares.

Many visa applicants have encountered difficulties making it to their interviews when they have not coordinated with us in advance or attempted to fly with other airlines, use other airports, or cross by land. We cannot facilitate entry to Jordan for reasons other than a scheduled immigrant visa interview.

If Lebanese or Jordanian authorities have denied your entry into Lebanon or Jordan, or if Royal Jordanian has refused to allow you to board the aircraft, or if you have been informed that you are not on the interview appointment list, or you have any other issue, please do not call the U.S. Embassy because there is no action that we can take at that moment. Instead, when you are able, please send us an email at <a href="mailto:support-Jordan@ustraveldocs.com">support-Jordan@ustraveldocs.com</a> that explains your situation so that we can address your concerns. Do not worry, you will not lose your place in line for an interview!

You may also request that your case be transferred to another embassy or consulate; you must make this request directly to the receiving post.

### Important reminders for Syrian applicants:

- Medical exams must be conducted in Jordan.
- The Individual Civil Record and police record must have been issued within the last six months.

Bring the **original** birth certificates and family records being used to establish the relationship to the family member petitioning for your immigration. Remember to also provide these for the other family members applying for immigration."

To find out more information about documentary requirements, fees, and other information, please read the information on the U.S. Embassy's Visa webpages.