



Instructions for Immigrant Visa Applicants Amman, Jordan

You should have received an appointment letter confirming the date and time that you are required to appear at the Embassy for the visa interview, which you must present to the Security Guard in order to be admitted. Please double check the date and time of your appointment. If you cannot keep the appointment or wish to reschedule, please notify us at: Support-Jordan@ustraveldocs.com

You are required to submit all required documents in advance of your appointment, per the procedure below. *Failing to provide a complete document package in advance will delay your processing.* If you do not provide a complete document package in advance of your appointment, your interview may be cancelled and you may be requested to schedule another appointment online.

- 1. Jordanians, residents of Jordan, and applicants already in Jordan (effective immediately):** 1-2 weeks before your interview, you must send your complete document package with Aramex **or** drop it off at the U.S. Embassy between 11 a.m. and 12 p.m. any day. 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* interview and *no later than one week before* interview. If you choose to use Aramex, there will be a 5 JD fee that you will pay directly to them.
- 2. Non-residents of Jordan and applicants traveling to Jordan for interview (effective starting with November 2015 appointments):** You should arrive in Jordan *five days before* your interview and conduct your medical exam. *Three days before* your interview you must drop off your complete document package at the U.S. Embassy between 11 a.m. and 12 p.m.

Documents Required for Immigrant Visas

You must submit the following documents for you and for any accompanying children in advance of your appointment:

1. DS-260 form, located at: <https://ceac.state.gov/iv/>. Submit online.
2. Two new photographs matching the U.S. immigration specifications as described on the following webpage:
<http://travel.state.gov/content/visas/english/general/photos.html>
3. Valid passport (valid for six months beyond the anticipated interview date).
4. Certificate of Non-Conviction: This document shows that the holder did not commit any misdemeanors or crimes involving moral turpitude. There are many government and private agencies, both domestic and foreign, which have become increasingly dependent on this certificate as an essential requirement for the purposes of employment or education, obtaining a driver's license, or for obtaining a visa. The certificate may be issued for Jordanians and non-Jordanians living in Jordan regardless of their length of stay. For information about how to obtain a certificate of non-conviction issued by the Jordanian authorities, please visit: http://jordan.usembassy.gov/immigrant_visas.html This document must be translated into English.
5. Police certificate (s): This requirement applies only to periods of residence after attaining the age of 16. Starting November 1, 2014, Jordanian Police Certificates will no longer be required documents. Applicants living in Jordan will submit a certificate of non-conviction instead of a Jordanian Police Certificate. An applicant must present a police certificate, if obtainable, from his or her country of residence and country of nationality, if residence in such country exceeds six months. Also police certificates are required from countries of previous residence, if residence there was for more than one year.
6. Original or certified copy (by issuing authority) of your birth certificate, and one extra photocopy. English translation, if the original is not in English
7. Original or certified copy (by issuing authority) of your marriage certificate, and one extra photocopy. English translation, if the original is not in English
8. Original or certified copy (by issuing authority) of your spouse's death certificate and one extra photocopy, if applicable. English translation, if the original is not in English.
9. Original or certified copy (by issuing authority) of your divorce certificate(s) and one extra photocopy if applicable. English translation, if the original is not in English.
10. Medical Examination Report to be completed by a panel physician at a designated hospital. The designated panel physicians are located at the following

webpage: http://jordan.usembassy.gov/iv_medical_exams.html

11. An original, signed affidavit of support (I-864) from the petitioner and joint sponsor (if necessary). This item is required unless your petitioner has already submitted an I-864 to the National Visa Center.
12. Copies of the petitioner's/joint sponsor's federal tax returns (Form IRS-1040) for the same year that the I-864 was filed and proof of the petitioner's/joint sponsor's proof of domicile. Proof of the petitioner's/joint sponsor's assets can also be supplied as supporting documents.
13. The processing fee, if not already paid to the National Visa Center.

Additional Important Information

No assurance can be given in advance that a visa will be issued. You are advised not to make any travel arrangements for departure from your country, nor to dispose of your properties or give up your job, until the visa has been issued to you.

Upon arrival at the consulate office on your appointment date, please present the appointment confirmation to the receptionist.

For information about travel to Jordan for Syrian IV applicants, please see: http://jordan.usembassy.gov/visa_syrian_applicants.html

If you have any further questions, please visit: <http://www.ustraveldocs.com>

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Instructions for K1 and K3 Visa Applicants Amman, Jordan

If you are a K1 or K3 visa applicant and received confirmation from NVC that your case has been sent to Embassy Amman, please contact us by email at Support-Jordan@ustraveldocs.com in order to schedule your interview and continue processing your petition. If you cannot keep the appointment or wish to reschedule, please notify us at: Support-Jordan@ustraveldocs.com

You are required to submit all required documents in advance of your appointment, per the procedure below. *Failing to provide a complete document package in advance will delay your processing.* If you do not provide a complete document package in advance of your appointment, your interview may be cancelled and you may be requested to schedule another appointment online.

- 1. Jordanians, residents of Jordan, and applicants already in Jordan (effective immediately):** 1-2 weeks before your interview, you must send your complete document package with Aramex **or** drop it off at the U.S. Embassy between 11 a.m. and 12 p.m. any day. 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* interview and *no later than one week before* interview. If you choose to use Aramex, there will be a 5 JD fee that you will pay directly to them.
- 2. Non-residents of Jordan and applicants traveling to Jordan for interview (effective starting with November 2015 appointments):** You should arrive in Jordan *five days before* your interview and conduct your medical exam. *Three days before* your interview you must drop off your complete document package at the U.S. Embassy between 11 a.m. and 12 p.m.

Documents required for K1/K3 Visa (I-129F petition)

You must submit the following documents for you and any accompanying children in advance of your appointment:

1. Two new photographs matching the U.S. immigration specifications as described on the following webpage:

<http://travel.state.gov/content/visas/english/general/photos.html>

2. Valid passport (valid for six months beyond the anticipated interview date).

3. Visa Fee. K visa application fees should be paid at the nearest branch of Cairo-Amman throughout Jordan in advance of the interview. Please visit www.ustraveldocs.com before paying the fee.

4. Other Proof of Relationship: Please bring proof of ongoing meaningful relationship between you and your relative demonstrating a bona fide relationship (photos, emails, letters, phone bills, money wiring, etc.)

5. Visa Form: You may now fill out a DS-160 online application. The State Department web page (http://travel.state.gov/visa/forms/forms_4401.html) has more information and instructions on how to use the DS-160.

6. Medical examination: Arrange for a medical examination to be completed by one of the physicians listed on the embassy webpage: http://jordan.usembassy.gov/iv_medical_exams.html. Please do NOT submit the X-ray film, but only the medical reports. Please present your immunization card to the panel physician.

7. Civil Status Certificate: An original document recently issued from the Civil Registry Office.

8. Birth Certificate: If you have children, you must obtain a birth certificate for each child. Bring the original document to the interview.

9. Marriage Certificate: If you are married, you must obtain a civil marriage document and bring the original copy to the interview.

10. Previous Marriage and/or Divorce Certificates: If you or the petitioner were previously married, you must provide evidence of termination of all previous marriages and marriage certificates.

11. Evidence of Support: Obtain evidence that will show that you are not likely to become dependent upon government support while living in the United States. Generally, you should provide an affidavit of support from I-134 from the petitioner accompanied with a copy of his complete federal income tax returns for the most recent year, his W-2 forms, and a letter from his employer. You may also provide the following:

- A letter from the petitioner's employer or evidence that they will be self-supporting;
- Evidence of assets available to you in the U.S.;
- Proof of your educational qualifications and/or vocational skills.

12. Certificate of Non-Conviction: This document shows that the holder did not commit any misdemeanors or crimes involving moral turpitude. There are many government and private agencies, both domestic and foreign, which have become increasingly dependent on this certificate as an essential requirement for the purposes of employment or education, obtaining a driver's license, or for obtaining a visa. The certificate may be issued for Jordanians and non-Jordanians living in Jordan regardless of their length of stay. For information about how to obtain a certificate of non-conviction issued by the Jordanian authorities, please visit: http://jordan.usembassy.gov/immigrant_visas.html. This document must be translated into English.

13. Police Certificate: This requirement applies only to periods of residence after attaining the age of 16. Starting November 1, 2014, Jordanian Police Certificates will no longer be required documents. Applicants living in Jordan will submit a certificate of non-conviction instead of a Jordanian Police Certificate. An applicant must present a police certificate, if obtainable, from his or her country of residence and country of nationality, if residence in such country exceeds six months. Also police certificates are required from countries of previous residence, if residence there was for more than one year.

Additional Important Information

After the National Visa Center receives your approved I-129F petition from U.S. Citizenship and Immigration Services (USCIS), they will forward it to the U.S. Embassy in Amman, Jordan and will notify you. **When you receive the notification, please contact the U.S. Embassy in Amman via: Support-Jordan@ustraveldocs.com in order to start processing your petition.**

No assurance can be given in advance that a visa will be issued. You are advised not to make any travel arrangements for departure from your country, nor to dispose of your properties or give up your job, until the visa has been issued to you.

Upon arrival at the consulate office on your appointment date, please present the appointment confirmation to the receptionist.

For information about travel to Jordan for Syrian IV applicants, please see: http://jordan.usembassy.gov/visa_syrian_applicants.html

If you have any further questions, please visit: <http://www.ustraveldocs.com>

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