



Embassy of the United States of America Doha, Qatar

22nd February Street

Al Luqta District

P.O. Box 2399

Doha, Qatar

Telephone: (974) 4496-6000 **Fax:** (974) 4488-4176

Email: ivconsulardoha@state.gov

PACKET 4 – INSTRUCTION MATERIALS

Please read ALL appointment instruction materials prior to attending an immigrant visa interview at the U.S. Embassy in Doha.

****Applicants must arrive no earlier than 15 minutes prior to their appointment time. Early applicants will be required to wait until their appointment time to enter the Embassy compound. Applicants who arrive more than 1 hour late for their appointment may be asked to reschedule. ****

IF YOU FAIL TO ATTEND YOUR INTERVIEW, you can request to reschedule an immigrant visa appointment through: (ivconsulardoha@state.gov)

REQUIRED DOCUMENTS AT THE INTERVIEW

- 1. PASSPORT:** Each visa applicant needs to bring a passport valid for six months beyond the intended date of entry into the United States. Previous passport with a valid U.S. nonimmigrant visa should also be provided, if applicable.
- 2.** No postal service yet. Passports pickup location is the U.S. Embassy Doha.
- 3. MEDICAL REPORT:** Before their final immigrant visa interview, all beneficiaries are required to undergo a medical examination performed by one of the medical doctors authorized by this Embassy.

The beneficiary is responsible for making his/her own arrangement for the medical examination with one of the physicians listed on the attached medical information sheet. The beneficiary is also responsible for the cost of the examination. A medical examination is also required for each accompanying child. You will be required to submit your medical report to this office at the time of your interview. Do not bring your

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x-ray film to the Embassy. For detailed information on medical examination procedures, please see the [medical](#) instructions on our website. Contact Doha clinic at 974 4438 4333, Fax 974 4432 7303.

- 4. FEE:** The Immigrant Visa fee is \$325.00 per person. The payment may be made in cash or by credit card to the consular cashier. Visa, MasterCard, American Express, Novus/Discover and Diners cards are acceptable. Personal checks and credit card numbers provided verbally or in writing are not accepted.

DV applicants pay \$330 per applicant on the interview day at the consular cashier.
Fiancé applicants (K Visas) pay \$265 on the interview day at the consular cashier.

- 5. FORM:**

DS-260 Immigrant Visa Electronic Application needs to be completed before coming to the interview. These forms are accessible on the [Consular Electronic Application Center \(CEAC\)](#) website. **This form does not need to be printed after online submission; the electronic version will be accessible to the Consular Officer at the time of interview.** Please print out the confirmation page (with the barcode) of your submitted DS-260 form and bring it on your interview date. You may review the Frequently Asked Questions on DS-260 Immigrant Visa Electronic Application on U.S. Department of State's web site for more [information](#). The case number and invoice number required on CEAC web site to login to the application are provided to you by NVC.

- 6. BIRTH, DEATH CERTIFICATES:**

Available for births or death occurring after 1969; prior to that date, records are not complete. Applicants should apply at the Ministry of Public Health in Doha. Certificates will not be mailed to nonresidents but will be released to individual acting on their behalf

Please provide an original and an English translation.

- 7. MARRIAGE, DIVORCE CERTIFICATE:**

Available for Muslims after 1957; not available for Christians. Applicants should apply to the President of the Sharia Court, P.O. Box 232, Doha, and furnish names of both spouses and date of marriage and/or divorce.

Note: Documents are released in Arabic only.

Please provide an original and an English translation.

- 8. MILITARY CARD:**

Available. Applicants should apply to the Commandant of Police, P.O. Box 58, and Doha. Applicants should include full passport data, name of Qatari sponsor while in Qatar, dates of arrival and departure, and one full set of fingerprints. All requests by Qatari citizens for such records must be approved on a case-by-case basis by the Commandant of Police. All available information will be sent in every case and is recognized as valid for a period of three months.

9. POLICE CERTIFICATE REQUIRED FOR APPLICANTS 16 YEARS AND OLDER:

If you are 16 years of age or older, you must submit a photocopy of a police certificate from the following locations:

From your...	If you were...	And resided there...
Country of nationality	At least 16 years of age	At least 6 months
Country of residence	At least 16 years of age	At least 6 months
Country of previous residence	At least 16 years of age	At least 1 year
Any country where you were arrested	Any age	For any timeframe

- You must send a photocopy of your police certificate(s) to the NVC.
- You must submit a photocopy of your police certificate(s) to the U.S. Embassy or Consulate at the time of your interview.

For detailed information on how to obtain a police certificate from a country, please visit U.S. Department of State website at [Reciprocity](#).

10. EVIDENCE OF FINANCIAL SUPPORT:

Each beneficiary must obtain a Form [I-864](#), Affidavit of Support from the petitioner, with the petitioner’s original signature and supplementary forms: W-2 and 1040 Individual Income Tax returns for the last year, bank and other financial statements. If the petitioner does not qualify to sponsor the applicant financially, a co-sponsor must also present a signed Form I-864, supplemental financial documents, and a copy of his/her US passport or green card. If the petitioner’s tax documents are not available, the petitioner must also submit a signed statement explaining why he/she did not pay taxes to the U.S. Government during the last taxable year. Please see the following pages for more information on the [Affidavit of Support](#) .

11. PROOF OF DOMICILE:

In order to petition for your relative to come to the United States, the petitioner must have an un-relinquished residence in the United States. Please see the following pages for more information on [domicile](#).

12. PHOTOS:

Regardless of age, all U.S. Immigrant Visa applicants must present two un-retouched color photographs, approximately 2 X 2 inches (5 X 5 cm) in size, taken on a white background.

After your petition is filed, prepare for your interview:

- For all petitions filed with the USCIS, you need to follow the instructions sent to you from the National Visa Center (NVC). The NVC will ask you to pay a fee, fill out some forms, gather some documents, and will schedule an interview for you at our Consular Section.
- Please click on the below link to read the following pamphlet: (available in multiple languages)
Information on the Legal Rights Available to Immigrant Victims of Domestic Violence in the United States and Facts about Immigrating on a Marriage-Based Visa <https://travel.state.gov/content/visas/en/general/IMBRA.html>
- The last item required before your scheduled interview at our Consular Section is a completed medical exam. Download the following letter for instructions to complete your exam: [Medical Exam](#).

Note: All correspondence related to your petition will be sent to the address listed for the applicant (called a "beneficiary") on the petition. Please ensure that the address you provide is clear and complete.

Appear for your interview: On the day of your interview, please come prepared with all of the required information. Review your case ahead of time to make sure that you have completed all the requirements. If your case is complete and you are qualified, a consular officer will confirm that you are eligible for a visa IV after concluding your interview.

The post later contacts the applicant when visa is printed and the visa package is ready for collection.