

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

Immigrant visa applicants must register for document delivery to ensure the prompt return of their passport after the 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</u> interview date.

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 doctors' 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

Immigrant visa applicants must submit the required documents *in advance* of their interview dates. 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
- Country Document Finder

Social media







Interview Preparation Video



Updated February 14, 2020

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. <u>It is your responsibility to schedule a medical exam</u> <u>with one of the doctors listed below before your visa interview at the U.S. Embassy.</u> Medical examination results from other physicians are *not* accepted.

The following physicians are authorized to conduct medical examinations for immigrant visa applicants. The names are arranged alphabetically and the order in which they appear has no other significance.

Dr. Agnes DeBaz

Al-Khalidi Hospital Amman, Jordan

Telephone: (06) 464-4281 and 4289962 Ext. 7232

Office Hours: 08:00 a.m. 03:30 p.m. Daily (except Fridays)

Dr. Laila Kutkut & Dr. Rasha Shoumar

International Organization for Migration (IOM) Medical Center

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

Telephone: (06) 520-5100 ext 2200 / 2201, 079 7433 882, and 079 1205 189

E-mail: IOMAmmanMHACAppts@iom.int

Office hours: 08:00 a.m. – 04:30 p.m. Sunday – Thursday

Dr. Amy F. Khoury

Abdoun Clinics Second Floor

Across the street from Arab Medical Center Emergency room door

Telephone: (06) 593-8006 Fax: (06) 593-8003

E-mail: dr.amy@afk-clinic.com

Office Hours: 09:00 a.m. - 04:00 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-size color photographs
- 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 consists of: a medical history review, physical examination, chest X-ray, gonorrhea test, 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 here.



Medical Exam Instructions



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 here. You can also read Frequently Asked Questions about our medical examination requirements online.

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 at support-jordan@ustraveldocs.com.

Service	Cost in JOD
Medical Examination (Adult)	135 JD per person (not including vaccines)
Includes: Chest X-ray and Radiology Consult, Serologic Test for Syphilis, Physical and Mental Status Examination and Documentation, Test for Gonorrhea.	
Medical Examination (Child)	55 JD per person (not including vaccines)
Includes Physical and Mental Status Examination and Documentation.	
Vaccines	Cost to hospital plus 25% (Note: this is the percentage pre-set by Jordanian Government for the hospital's profit)
Bacteriological examination of sputum, when needed, for a series of three acid-fast smears.	55 JD per person.

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 include the medical exam in your complete document package which you must submit to the Embassy in advance of your appointment. Please refer to the pre-interview checklist below for a complete list of required documents and submission instructions.

Any x-rays taken will be given to you. You <u>do not</u> need to bring the x-rays to your visa interview unless you suffer from tuberculosis (TB). However, you <u>must</u> carry the x-rays with you when you travel to the United States for the first time.

Pre-Interview Checklist **☑**



Please use the list below to determine which items you mu	st submit in advance of the immigi	ant visa interview:
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	А сору	of your NVC interview letter (does not apply to Diversity Visa or fiancé visa applicants, or applicants being adopted).			
	An unexpired passport valid for six months beyond your intended date of travel to the United States <u>and</u> a photocopy of biographic page (where your name and photo are located).				
	-	c) color passport-size photographs of each person applying for a visa (5 cm x 5 cm, or 2 inches x 2 inches). Please our online photo requirements.			
	The confirmation page from the Form DS-260 Application for an Immigrant Visa you submitted online at https://ceac.state.gov/ceac/ .				
	Your o	riginal birth certificate, an English translation, <u>and</u> a photocopy.			
	Your n	nedical examination results in a sealed envelope.			
	Origina intervi	al or certified copies of birth certificates for all children of the principal applicant (even if he or she is not attending the ew).			
		iginal police certificate from your country of current residence and countries of previous residence. Please note, a cate is required for all applicants:			
	1.	Older than 16 years;			
	2.	Who have not obtained a new police certificate within the past year; and			
	3.	Who have lived in a country for one year or more where police certificates are available. To determine if a certificate is available from a country you have lived in, please check: https://travel.state.gov/content/travel/en/us-visas/Visa-Reciprocity-and-Civil-Documents-by-Country.html			
<u>Ap</u>	plicants	who fall into any category listed in italics below should bring these additional documents:			
<u>For</u>	family-	based visa applications:			
	ree pe re	e appropriate Form I-864 Affidavit of Support for each financial sponsor along with a photocopy of the sponsor's most cent IRS transcript or most recent U.S. federal income tax return, form 1040, and any relevant W-2s or 1099s., e. If the titioner does not file taxes or have proof of income to provide, submit a signed statement from the petitioner garding the lack of income or tax filing. Note: If the financial sponsor filed taxes jointly a Form I-864A and W-2 will be quired from that individual.			
	bring p	of your U.S. petitioner's status and domicile in the United States. If the petitioner is a lawful permanent resident, shotocopies of the passport pages showing the petitioner's most recent exit/entry stamps for the U.S., as well as a copy of the Permanent Resident Card. If the petitioner is a U.S. citizen, bring a photocopy of the petitioner's U.S. ort or naturalization certificate.			
	parent	ce of the relationship between the petitioner and beneficiary. (Evidence varies by visa type. If the petitioner is a , child, or sibling, bring an original birth certificate with a translation <i>and</i> a photocopy to verify this relationship. For ge-based or fiancée visas please bring photographs, letters, or emails.)			

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Pre-Interview Checklist ☑



Ш	<u>If you are married:</u> Bring your <u>original</u> marriage certificate and marriage contract if applicable, English translation(s), and photocopy.
	If you were previously married: Your original divorce decree or spouse's death certificate, English translation, and a photocopy. Visas for fiancés, spouses, or step-children require divorce or death certificates for previous spouses of both the petitioner and the beneficiary.)
	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.
	<u>If you are the petitioner's stepchild:</u> The <u>original</u> marriage certificate of the petitioner and your biological parent, English translation, <u>and</u> a photocopy, along with divorce or death records for all previous marriages of either parent.
	If your visa class requires you to be unmarried: An original Civil Status Certificate issued within one month of the interview date is required. (This applies to: a child of a U.S. citizen or LPR; an unmarried son/daughter of a U.S. citizen or LPR; or a derivative child over the age of 18 who is included on any immigrant visa petition)

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. <u>Failing to provide a complete document package in advance will delay visa processing.</u> 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.

Jordanian citizens, 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-Jordanian citizens who do not reside in 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.

ALL APPLICANTS: 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.

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 attend the date already assigned and ensure your documents are completed and dropped off in advance.

Diversity Visa applicants, please be aware that visas are numerically limited and must be issued by September 30 of the program year. <u>There is no guarantee that a visa will still be available on the date of your rescheduled interview.</u> 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.

Persons entering the Consular Section <u>will not</u> be able to bring any electronic or battery-operated devices (including, but not limited to, mobile phones, laptops, digital watches, cameras, and portable music players). Security personnel will not store any electronic devices. You must make arrangements to store these devices elsewhere before coming to the Embassy. Any customer carrying electronic devices will be asked to reschedule their appointment.

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Interview Guidelines



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: ONE person may accompany elderly, disabled, or minor applicants.

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

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.

<u>Please note that if you are found ineligible to receive a visa, the application fee cannot be refunded</u>. You can find a complete list of fees on our <u>Fees for Visa Services webpage</u>.

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.

A Note to Applicants Regarding the Child Status Protection Act

If a child reaches the age of 21 after his/her application has been submitted, their status as a "child" for immigration purposes <u>may</u> be protected under the Child Status Protection Act (CSPA) if they satisfy certain conditions. In order to determine if your child may benefit from CSPA and remain eligible for a visa after reaching the age of 21, he/she must satisfy three key requirements:

- 1. The applicant must be unmarried.
- 2. The applicant has been determined to be qualified for a visa under CSPA despite turning 21 years old while the visa has been in process.***
- 3. The child must seek to acquire the visa within one year of visa availability (i.e. when NVC provides notification that the visa is available). Actions that constitute "seeking to acquire" include: paying the Immigrant Visa Application Processing Fee for the child <u>or</u> completing a form DS-260 application in the child's name. (Please note: Action taken on a child's case <u>before</u> the visa became available <u>or</u> more than one year <u>after</u> the visa became available will render the child ineligible for a visa under CSPA.)

*** The CSPA determination is made using a calculation that considers the applicant's age, the date the application was submitted, and the pending period of the petition (the period between the date the petition was filed and the date the petition was approved by United States Citizenship and Immigration Services). NVC can conduct this calculation on a provisional basis for applicants to gauge the likelihood of CSPA eligibility, but final confirmation of eligibility under CSPA occurs at the interview.

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. <u>There is no guarantee that you will receive a visa.</u> 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 additional documents are needed, 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.

<u>Administrative processing</u> occurs after the interview. The length of time it takes to complete administrative processing varies based on the circumstances of each case. Before inquiring about the status of a case under administrative processing, please wait **at least** 60 days after your interview. Please be assured that as soon as the Embassy has an update, they will contact you.

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 and that all the information is correct. We may 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 your visa contains the note "IV DOCS in CCD" then you will <u>not</u> receive this package and your documents have been transmitted electronically. 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 <u>pay an Immigrant Fee</u> to U.S. Citizenship and Immigration Services (USCIS) <u>prior to traveling</u> to the United States. This fee is for processing your residency status and printing your Permanent Resident Card. Only adopted children entering the United States under the Hague Process, returning residents, and people traveling on a K visa are exempt from this fee.

When You Should Travel – You must enter the United States <u>before</u> 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 <u>before or at the same time</u> as other family members with visas. Children who turn 21 years old <u>after</u> 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 on 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.

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After Your Visa Interview



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 the result of a divorce, or you share custody, 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.

DV	Applicants:	What to	bring to	the	interview
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In addition to the documents listed on the Pre-Interview Checklist in this package, DV applicants should also bring the following items to the visa interview:
☐ 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 <u>OR</u> have two years of qualifying work experience in the 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

DV Applicants: 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 were unmarried and under 21 years old. This includes your natural children, your spouse's children, and 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 and included their photos in your application for 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, or all photographs provided are not accurate, you should not proceed with the visa application. You can review the eligibility requirements on our Diversity Visa Process webpage.

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 entry into Jordan, we can inform the Jordanian authorities that Syrian immigrant visa (IV) applicants will be entering Jordan via Queen Alia International Airport (QAIA) on a specific date for an IV 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 sfvp@state.gov 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 any of the following occur, please send us an email at support-Jordan@ustraveldocs.com that explains your situation so that we can address your concerns:

- Lebanese or Jordanian authorities have denied your entry into Lebanon or Jordan
- Royal Jordanian has refused to allow you to board the aircraft

Please do not call the U.S. Embassy. Instead, reach out to us at the email address above to reschedule your interview!

If you would like to have your interview at another Embassy or Consulate, you may request that your case is transferred to that location. Please contact that Embassy or Consulate directly with your request.

Important reminders for Syrian applicants:

- Medical exams *must* be conducted in Jordan.
- The Individual Civil Record and police record <u>must</u> have been issued within the last six months.
- Ensure that <u>full names or national identification numbers</u> are present for all individuals listed on documents from the Civil Status Registry.
- Bring the <u>original</u> 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>U.S. Embassy's Visa webpages</u>.