



# U.S. Embassy Cotonou, Benin

Please follow the steps below *before* your immigrant visa interview at the U.S. Embassy in Cotonou, Benin.

## Step 1: Schedule a medical exam in Benin

As soon as you receive your appointment date, you must schedule a medical exam in Benin. Click the “Medical Exam Instructions” button below for a list of designated doctors’ offices in Benin. Please schedule and attend a medical exam with one of these doctors before your interview.

[Medical Exam Instructions](#)

## Step 2: Complete your pre-interview checklist

It is important that you bring all required original documents to your interview. We’ve created a checklist that will tell you what to bring. Please print the checklist below and bring it to your interview along with the listed documents.

[Pre-Interview Checklist](#)

## Step 3: 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

U.S. Embassy  
Rue 914,  
Cotonou, Benin

☎ Phone:  
(229) 21 30 06 50

✉ Email:  
[IVCotonou@state.gov](mailto:IVCotonou@state.gov)

🌐 Website:  
[bj.usembassy.gov](http://bj.usembassy.gov)

☑ Reschedule:  
[IVCotonou@state.gov](mailto:IVCotonou@state.gov)

📍 Map:



### Other links

- [Diversity visa instructions](#)
- [After your interview](#)
- [Frequently asked questions](#)
- [Where to find civil documents](#)

### 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 will not be accepted.

### Approved physicians

**Dr. Lise-Hélène Adjahi**

Cabinet Medical Apithy  
B.P.: 06 2470  
Cotonou, Benin  
Tel: (229) 21-30-15-62 / 66-53-99-76  
(229) 95-96-10-47

**Dr. Nouara Azzaz**

Centre Medical Haie Vive  
05 BP 1258  
Cotonou, Benin  
Tel : (229) 91-55-50-50/61036060  
(229) 95-84-24-52

### Items to bring to your medical examination

Please bring the following items to your medical exam:

- Your visa interview letter,
- Your passport,
- Ten (10) recently taken passport-sized color photographs, and
- A copy of your immunization records (for applicants under age 18 years).
- **DS-260 confirmation page**

You must pay all medical examination fees, including x-ray and blood test fees, directly to the examining physician. A list of fees can be found below. Please note that the basic examination fee for each applicant includes review of immunization history but not the cost for individual vaccines (if needed) and their administration.

### During the medical exam

The medical examination will include a medical history review, physical examination, and 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 at the [CDC Website](#).

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 at the [CDC Website](#). You can also read Frequently Asked Questions about our medical examination requirements at [travel.state.gov](http://travel.state.gov).

### After the medical exam

When your examination is completed, the doctor will either provide you with exam results in a sealed envelope or **send them directly to the U.S. Consulate. IF GIVEN AN ENVELOPE TO CARRY TO YOUR INTERVIEW, DO NOT OPEN THIS ENVELOPE.** Instead, bring it to your visa interview.

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. 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 (6) months old when you enter the United States as an immigrant

↓ Continued on next page ↓

# Medical Exam Instructions



## COST OF SERVICE

All costs are listed in CFA franc

### Aged 0 to 2 years

- Vaccinations (depending on those already done and recorded on vaccination paper) Varies
- Panel physician final report after having performed examination vaccination and review in all tests results and medical classification 60 000

### Aged 2 to 14 years

- IGRA 80 000
- Vaccinations (depending on those already done and recorded on vaccination paper) Varies
- Panel Physician Report 60 000

### Aged 15 to 19 years

- Chest X RAY with phtisiologist report and CD 30 000
- VDRL, GONO and CL (Lab tests) 50 000
- Vaccinations Varies
- Panel Physician Report 60 000

### Aged 19 to 50 years

- Chest X RAY with phtisiologist report and CD 30 000
- VDRL, GONO and CL (Lab tests) 50 000
- Vaccinations 27 500
- Panel Physician Report 60 000

### Aged more than 50 years

- Chest X RAY with phtisiologist report and CD 30 000
- VDRL, GONO and CL (Lab tests) 50 000
- Vaccinations (depending on those already done and recorded on vaccination paper) Varies
- Panel Physician Report 60 000

## Pre-Interview Checklist



**Please use the list below to determine the items that every applicant must bring to the immigrant visa interview. Any documents that are not in English or French must be accompanied by a certified English translation:**

- 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 (6) months beyond your intended date of entry to the United States .
- Two (2) color 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 [ceac.state.gov/iv](https://ceac.state.gov/iv).
- Your **original** birth certificate and a certified photocopy. A notarized copy will not be accepted.
- 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*)

**Applicants 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 [domicile](#) 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 and a certified true photocopy.
- If you were previously married:* Your **original** divorce or spouse's death certificate, and a certified true photocopy.
- If you are older than 16 years of age:* The **original** police certificate from your country of current residence and countries of previous residence. If these three items are **all** 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 and submitted it to NVC 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



## Sending documents to the U.S. Embassy

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If the U.S. Embassy requests additional information or documentation from you, the consular officer will provide instructions on how to submit those to the embassy following your interview.

## Rescheduling or cancelling your interview

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If you are unable to attend your appointment, please email [IVCotonou@state.gov](mailto:IVCotonou@state.gov). **There may be a significant wait before the next available appointment**, 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 [Visa Bulletin](#) before you request to reschedule your interview.

## Security screening procedures

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All visitors to the U.S. Embassy 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. No handbags, briefcases, backpacks, shopping bags, or any other type of bag will be permitted in the Consular Section waiting room. Bags may not be checked with the guards nor may they be left unattended outside the Consular Section. Any documents to be presented to the Consular Officer should be brought in a folder or envelope.

## Accompanying persons

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Attorneys are **not** permitted to accompany clients into the waiting room or to their interview. Only the following persons may accompany a visa applicant to their interview:

- Interpreter: Applicants may bring ONE interpreter if they do not speak English or French 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.

## Immigrant visa fees

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

All fees may be paid in U.S. dollars or the equivalent in CFA based on the daily exchange rate at the consular section. We only accept cash. *Please note that if you are found ineligible to receive a visa, the application fee cannot be refunded.* A complete list of fees can be found [here](#).

## Do not make travel plans outside of Benin

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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 call you when your visa and packet are ready to be picked up. If you have to travel within Benin 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 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 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. Unless they are eligible for benefits under the Child Status Protection Act, children who are issued a visa before turning 21 years of age must enter the United States **before** their 21<sup>st</sup> birthday to avoid losing 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. *If you plan to travel outside the U.S. before your green card arrives:* Please consult [USCIS's](#) and [CBP's](#) websites for rules about what documents you need to re-enter the country. We also recommend you check with the airline to ensure you are in compliance with their rules. *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** – In the United States, children are required to have certain vaccinations before they can enroll in school. We recommend that you bring your child's complete vaccination records with you to the United States. If your child is adopted, you have full custody as a result of a divorce, or you share custody with another parent, you should bring a copy of all applicable adoption or custody papers from the authoritative court in your home country. You will need these papers (translated into English) 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 "[Welcome to the United States: A Guide for New Immigrants](#)" 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, and gather the required documents.

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

### Bring to your 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 your visa interview:

- Appointment information printed from the “Entrant Status Check” on the [E-DV website](#).
- Documents showing that you have either a qualifying high school education **OR** two (2) years of qualifying work experience in the five (5) years immediately prior to application (for the principal applicant only; more information is available [online](#)).
- Payment in cash of the \$330 Diversity Visa Application Fee for each visa applicant.

### Review your DV Lottery entry

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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 [online](#).