



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

**Step 1: Register your appointment online**

You need to register your appointment online. Registering your appointment provides us with the information we need to 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 appointment, you will be able to do so after.

**Register**

**Step 2: Get a medical exam in Ireland**

As soon as you receive your appointment date, you must schedule a medical exam in Ireland. Click the “Medical Exam Instructions” button below for a list of designated doctors’ offices in Ireland. 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 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 4: Review interview guidelines**

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

**Interview Guidelines**

**Contact information**

U.S. Embassy Dublin  
42 Elgin Road  
Ballsbridge  
Dublin 4

- Phone: +353 1 668-8777
- Email: [dubliniv@state.gov](mailto:dubliniv@state.gov)
- Website: [ie.usembassy.gov](http://ie.usembassy.gov)
- Cancel and Reschedule Appt: [dubliniv@state.gov](mailto:dubliniv@state.gov)



**Other links**

- [Diversity visa instructions](#)
- [After your interview](#)
- [Frequently asked questions](#)
- [Country Document Finder](#)

**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. A physician accredited by the U.S. Embassy can perform this exam. **It is your responsibility to schedule a medical exam with the clinic listed below before your visa interview** at the U.S. Embassy. Medical examination results from other physicians will not be accepted.

### Approved clinic

Mater Private Network,  
Newenham House,  
Northern Cross,  
Malahide Rd.,  
Dublin 17,  
D17 AY61

or

Mater Private Network,  
Cherrywood Business Park,  
Building 11,  
Loughlinstown,  
Co. Dublin,  
D18 DH50.  
Tel 01 885 8850

Email: [visacentre@materprivate.ie](mailto:visacentre@materprivate.ie)

Website: <https://www.materprivate.ie/our-services/health-screenings/visa-medicals>

### 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
- Copies of your immunization records
- DS-260 Confirmation page or AA barcode number. (Barcode numbers start with AA followed by 8 digits)

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 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 via [cdc.gov](https://www.cdc.gov).

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 via [cdc.gov](https://www.cdc.gov). You can also read Frequently Asked Questions about our medical examination requirements via [travel.state.gov](https://travel.state.gov).

### After the medical exam

## Medical Exam Instructions



When your examination is completed, the panel physician will forward your medical to the Embassy electronically. Please allow up to 10 business days for this process. In some cases, the doctor may provide you with exam results in a sealed envelope **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 (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



Please use the list below to determine the items that every applicant must bring to the immigrant visa interview:

- 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 and a photocopy of the biographic page (where your name and photo are located).
- Two (2) color U.S. 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](#).
- Registration confirmation page showing you selected an address for visa delivery at [ais.usvisa-info.com/en-ie/iv](https://ais.usvisa-info.com/en-ie/iv).
- 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, English translation, and 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*).

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, 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 **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 more than two years ago; and
  3. You still live in the country that issued the police certificate.

↓ Continued on next page ↓



## Pre-Interview Checklist

Your police certificate must contain the following information;

- Your name exactly as shown on your birth certificate.
- Any middle names.
- Any aliases you have ever used.
- Maiden and Married name (if applicable).
- Any spelling variations of your name that you have used.

- 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 in Dublin

If you need to send us any documents, please DO NOT mail them to us directly. Instead, visit [ais.usvisa-info.com](https://ais.usvisa-info.com) and ask for information on courier services. Please do not send any original documents to us; only send photocopies via courier or mail. You may bring original documents (plus a photocopy for the consulate's files) to your visa interview.

## Rescheduling or cancelling your interview

If you are unable to attend your appointment, please go to [ais.usvisa-info.com](https://ais.usvisa-info.com) to select a new appointment date. **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 decide to reschedule your interview.

**Please note:** *You need to register your original NVC/KCC appointment online before you can reschedule it. Rescheduling is only possible on a date after your assigned appointment.*

## Arriving at the embassy and security screening

The U.S. Embassy does not have car parking spaces available for visitors. If you travel by car, disc parking is available close to the embassy on Elgin Road, Clyde Road, Raglan Road or Herbert Park.

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. **DO NOT BRING ELECTRONICS TO YOUR U.S. EMBASSY APPOINTMENT.** Please note that you cannot enter the Embassy property with any electronics. This includes laptops, tablets, memory cards, flash drives, or other peripherals. If you have any of these items in your possession, you will be asked to store them away from the Embassy property or to return on another day. The Embassy has small lockers which can accommodate a cell phone. No other electronics may be placed in these lockers.

## Accompanying persons

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

Interpreter: Applicants may bring ONE interpreter if they do not speak English well enough to participate in an interview. If you need an interpreter, please email their details to [DublinIV@state.gov](mailto:DublinIV@state.gov) at least 5 days before your scheduled interview. You should include a copy of their passport bio-page with your request.

- **Special Needs Visitors:** Applicants may bring ONE person to help if they are elderly, disabled, or a minor child. If you need assistance, please email the details of the individual who will accompany you to [DublinIV@state.gov](mailto:DublinIV@state.gov) at least 5 days before your scheduled interview. You should include a copy of their passport bio-page with your request.

## Immigrant visa fees

If you have not paid all required fees to either the National Visa Center or via the appointment website, please be prepared to pay these fees on the day of your interview. All fees may be paid in U.S. dollars. We accept euro cash and credit cards only. 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 via [travel.state.gov](https://travel.state.gov).

## Interview Guidelines



### Do not make travel plans outside of Ireland

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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 return your passport to you later via courier services only. If you have to travel within Ireland while your passport is still with us, please make sure you have a valid picture ID other than your passport.



## After your 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. Immigrant visa processing takes at least 15 business days from receipt of all outstanding items for visa processing and passport return. In person collection of documents is not permitted and all passports are returned to the courier.

### If more information is needed

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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

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**Passport, Visa, and Sealed Immigrant Packet** – We will place your immigrant visa on a passport page. Please review your visa to make sure there are no spelling errors. IV packets are now transmitted electronically to Customs and Border Protection and are accessible at the U.S. Port of Entry. Any immigrant traveler carrying a visa with a special annotation (IV DOCS IN CCD) is not required to hand-carry an IV packet. You can find additional information on electronic processing at <https://nvc.state.gov/ceac>. If your visa has "IV DOCS IN CCD" annotated on it, you do not require a packet.

If your visa is not annotated with "IV DOCS IN CCD" you will receive 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.***

**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 the medical examination. 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 DS-260 visa application form. This very important document 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.***





## After your 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 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 "[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; enroll in the required courier service; 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** 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 via [travel.state.gov](#)).
- Payment in cash of the \$330 Diversity Visa Application Fee

### 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 via [travel.state.gov](#).