K1 (Fiancé) / K3 (Spouse) Visa Appointment Checklist

Please obtain all of the documents requested **before** the date of your interview. Failure to do so will result in delayed processing of your application.

Step 1. Complete the DS-160.

The DS-160 Form is available online at https://ceac.state.gov/genniv/. The system will automatically generate a confirmation number after you submit the form. You are required to bring printed copy of the "Ds-160 confirmation page "for each family member applying for a visa to the consular interview.

Step 2. Register online, pay the fee, and schedule your interview.

Please go to http://usvisa-info.com. Click "Register," and follow the on-screen instructions. You'll use the same link to make your payment and schedule your interview date. Please follow the online instructions.

Next download instructions and print the payment instructions. All K1/K3 applicants must pay the $265 visa application fee at the Bank of Abyssinia **prior to** scheduling an appointment. Please take the print out to any Bank of Abyssinia branch in Addis Ababa. You are required to bring to the interview payment receipt issued by the Bank of Abyssinia as proof that the visa fee has been paid.

After you make the payment, you will be able to schedule your interview. Choose your interview date from K visa appointment slot. Print and bring your appointment confirmation page.

Step 3. Medical exam.

Please refer the instruction to do your medical examination. Individuals must go to one of our approved panel physicians at least ten (10) days before your interview date.

Step 4. Gather the required documents before your interview.

In addition to the DS-160 confirmation page, you must present the items listed below. Any missing information will result in a delay in processing your case

_____**Passport:** Valid for travel 6 months beyond date of visa issuance.

_____**Photograph**: One (1) color photograph – 2 inches by 2 inches – is required. The photo must have been taken within the past six months.
http://ethiopia.usembassy.gov/photo_requirements.html

_____**Birth Certificate**: Original & copy of your birth certificate. Name and date of birth on passport & birth certificate must match.

_____**Marriage Certificate and Death Certificate or Divorce Decree:** Original and copy; for all previous marriages.

02/2015

_____**Police Certificate**: Each visa applicant aged 16 years or older is required to submit a police certificate from the police authorities of: the applicant's country of citizenship, current country of residence (if applicant has resided there for at least six months) and all countries where the applicant has resided for at least one year. Please see http://travel.state.gov "Reciprocity by country" for more information on how to obtain a police certificate (with the exception of the United States). Police certificates are valid for one year from the date of issuance.

_____**Court Records**: If you have been convicted of a crime or other offence, obtain a certified court record covering each offence.

_____**Military Records**: If you have served in the military.

_____**Medical Examination**: Medical examinations are required for all K visa applicants and accompanying children. Individuals must go to one of our approved panel physicians. Medical exams are valid for six months from the date of issuance. Panel Physicians.

_____**Application Fee**: You are required to bring to the interview payment receipt issued by the Bank of Abyssinia as proof that the visa fee has been paid.

_____ **Appointment confirmation page**. You are required to print and bring your appointment date confirmation page.

We hope the above information addresses any questions you may have regarding procedures to receive a fiancé/fiancée visa. If you have any other questions, please visit the U.S. Embassy website at http://ethiopia.usembassy.gov.