



Embassy of the United States of America
Consular Section - Immigrant Visa Unit
Manila, Philippines

Dear K3/K4 Visa Applicant:

An appointment has been scheduled for you to apply for a K3 nonimmigrant visa as the spouse of a United States citizen or for a K4 nonimmigrant visa as the unmarried minor child of a K3 applicant.

You must bring the following documentation when you come to the Embassy for your interview:

- 1. PROOF OF PAYMENT.** The application fee for a K3 or K4 nonimmigrant visa is **US\$100** (or the Philippine peso equivalent at the prevailing exchange rate) which should be paid by each applicant at designated branches of the Bank of the Philippine Islands (BPI) and Citibank (*see attached list*). The bank will validate your payment on the DS-156 Nonimmigrant Visa Application Form which you will find in this packet.
- 2. REQUIRED DOCUMENTS.** It is important that you submit **ALL** of the following documentation to facilitate the processing of your application. **You may be asked to come for another appointment if you fail to bring any of these documents:**
 - a. PASSPORT.** You must have a passport valid for at least six (6) months. If you do not have one, you should apply in person at the Passport Division of the Department of Foreign Affairs (DFA), Roxas Boulevard, Pasay City, Metro Manila. For passport renewal, you can call the DFA Information Center at 02-737-1000.
 - b. DS-156 NONIMMIGRANT VISA APPLICATION** (enclosed). Each applicant must submit two (2) completed copies of this form.
 - c. DS-157 SUPPLEMENTAL NONIMMIGRANT VISA APPLICATION** (enclosed). Each applicant must submit two (2) completed copies of this form.
 - d. BIRTH CERTIFICATE.** Your birth certificate should be a copy issued by the National Statistics Office (NSO) and printed on NSO security paper. If applicable, you should also submit NSO birth certificates for all your children, even for those who are not applying for a visa. You may call the NSO Information Center at 02-737-1111 to inquire on securing a birth certificate or visit their website at <http://www.census.gov.ph>. If the NSO does not have a copy of the birth certificates, you must obtain a statement about its unavailability from the NSO and a certified birth certificate from the local registrar in the town where you were born.
 - e. MARRIAGE CERTIFICATE.** Your Philippine marriage certificate should be a copy issued by the National Statistics Office (NSO) and printed on NSO security paper.
 - f. EVIDENCE OF A GENUINE MARRIAGE.** Letters, photographs, or other evidence of a genuine marital relationship should be submitted.

- g. PROOF OF TERMINATION OF A PRIOR MARRIAGE.** If applicable, official documents (divorce decree, annulment decree, or death certificate) that prove all prior marriages contracted by you and the petitioner have been legally terminated must be submitted.
 - h. NBI CLEARANCE.** Applicants aged 16 years and older must have a valid Record Clearance for Travel Abroad Purposes from the National Bureau of Investigation (NBI). Clearances should be in the applicant's current name, birth certificate name, maiden name and any aliases or nicknames ever used, including different spellings you have used of those names. An official letter of explanation from the NBI is required if an NBI Clearance has any of the following notations: "*No Criminal Record*," "*No Criminal Conviction*," "*No Pending Case*," or "*With Derogatory Record*."
 - i. OTHER COUNTRY POLICE CERTIFICATES.** Applicants aged 16 years and older must also present police certificates from other countries where they have lived for six (6) months or more after reaching the age of 16. As with NBI clearances, foreign police certificates should be obtained in any maiden names, aliases or nicknames ever used while in the country in question, including different spellings of all names ever used. Information on how to secure police certificates from other countries is available on the Department of State's website at <http://travel.state.gov/visa/reciprocity/index.htm>
 - j. EVIDENCE OF SUPPORT.** You should be able to demonstrate that you will not become a public charge or be a burden on the U.S. taxpayers for financial support. Submit your petitioner's most recent U.S. Federal Income Tax Return (Form 1040) and Wage and Tax Statements (Form W-2). Employment letters stating salaries and bank statements may be included. A completed I-134 Affidavit of Support Form (signed and notarized less than one year prior to your visa application) will be useful to the consular officer to evaluate your petitioner's ability to be financially responsible for you.
 - k. VISA PHOTOGRAPHS.** You must bring two (2) colored photographs printed according to given specifications (see attached guide). The specifications for visa photos should be strictly observed.
- 3. RESULTS OF THE MEDICAL EXAMINATION.** All K3 and K4 visa applicants must complete a medical examination at St. Luke's Extension Clinic. There is a \$95 fee for applicants who are older than 14 years old and \$67 for applicants aged 14 years and younger. These fees are also payable in Philippine pesos. St. Luke's Extension Clinic is located at 1177 J. Bocobo St., Ermita, Manila, Telephone Numbers 521-0020 and 521-8647.

Come To The Embassy On Your Appointed Interview Date. If you are eligible for a K3 or K4 visa, your passport with the approved visa attached will be delivered to the address you provided on the DS-156 Form. The Embassy uses a guaranteed courier service to handle its deliveries. Delivery will be within two weeks from your visa issuance. Some cases may need further review, which may delay the approval of your visa application by several more weeks. Should we have questions about your application, we will send a letter to ask you to submit additional documents, or to return to the Embassy. No Embassy representative is authorized to tell you that a visa has been approved until a consular officer authorizes printing of the visa.

Important Reminders:

- ◆ For the safety and security of all applicants and employees, visa applicants are no longer permitted to bring cell phones or other electronic devices into the U.S. Embassy. Applicants who bring such devices will be denied entry. Please make arrangements to leave your electronic equipment in a safe location off Embassy grounds during your interview appointment. We regret any inconvenience this may cause and appreciate your cooperation.
- ◆ We will try to return documents that you submitted and asked us to return, but please do not give us anything that cannot be replaced. Make copies of important documents and submit copies along with originals you want returned to you.
- ◆ Your passport must be valid for at least six (6) months. Since unexpected problems may occur while processing visa applications, we strongly suggest that applicants submit passports that are valid for at least one (1) year. We will ask you to submit a new passport if your current one has a validity of less than six (6) months.
- ◆ The K3 or K4 visa is not an immigrant visa, nor is it a legal permanent resident card (green card). It is a nonimmigrant visa that allows you to travel to the United States to join your petitioner for a maximum stay of two (2) years. You will still need to report to the U.S. Citizenship and Immigration Services (USCIS) to adjust your status from a nonimmigrant alien to a legal permanent resident (LPR).
- ◆ Minor children who are identified in the approved I-129F petition may follow-to-join their petitioned parent. However, they must apply for and be issued (if qualified) K4 visas before the principal applicant parent becomes an LPR of the United States.

Although we will make every effort to deliver your passport and visa as quickly as possible, we advise you not to finalize travel plans to the United States until you receive the visa.

If you would like to inquire further about the status of the visa case, you may contact the Embassy's Visa Call Center at 1-909-101-7878 (PLDT and Smart). Callers in the USA can contact the Call Center at 1-888-877-9888. The Call Center is open Monday through Friday, from 8:00 a.m. to 6:00 p.m. (Manila time). There is a fee assessed to callers by the Call Center for its services.

Visit our website at: <http://philippines.usembassy.gov>

Should there be any dispute regarding the English and Filipino versions of this information, the English version shall prevail



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“K” Nonimmigrant Visa Application Fee

“K” nonimmigrant visa applicants must pay a non-refundable application fee of US\$100 dollars or its equivalent in Philippine peso at the prevailing exchange rate. The fee can be paid at any of the designated banks listed below. Payment is valid for one year.

| CITIBANK | Bank of the Philippine Islands | Bank of the Philippine Islands |
|--|---|--|
| <u>Makati</u> <ul style="list-style-type: none">▪ Paseo de Roxas <u>Alabang</u> <ul style="list-style-type: none">▪ Alabang-Zapote Road <u>Cebu</u> <ul style="list-style-type: none">▪ Mindanao Ave. cor Biliran Rd. | <u>Manila</u> <ul style="list-style-type: none">▪ Roxas Blvd.▪ T.M. Kalaw▪ Sucat – Main▪ Ermita <u>Mandaluyong/San Juan/Pasig/Cainta</u> <ul style="list-style-type: none">▪ North Greenhills▪ Julia Vargas▪ Megamall▪ Cainta <u>Quezon City</u> <ul style="list-style-type: none">▪ Visayas Avenue▪ West Avenue▪ Araneta Avenue▪ Blue Ridge▪ Loyola <u>North Manila</u> <ul style="list-style-type: none">▪ Espana▪ Grace Park 11th Ave. <u>Binondo</u> <ul style="list-style-type: none">▪ Plaza Cervantes▪ Binondo <u>South Manila</u> <ul style="list-style-type: none">▪ Zapote▪ Baco Rotonda▪ Calamba Crossing▪ New Alabang▪ Muntinlupa City | <u>Central East Visayas</u> <ul style="list-style-type: none">▪ Cebu-Main▪ Cebu Business Park▪ Cebu-Lahug▪ Cebu-Jones▪ Cebu-MEPZ▪ Tacloban City <u>Western Visayas</u> <ul style="list-style-type: none">▪ Iloilo Main▪ Bacolod Main <u>Southern Mindanao</u> <ul style="list-style-type: none">▪ Davao Main▪ Zamboanga Main▪ Cagayan de Oro Main▪ Butuan City <u>Central Luzon</u> <ul style="list-style-type: none">▪ Angeles City Main▪ San Fernando City Main▪ Olongapo City <u>Northern Luzon</u> <ul style="list-style-type: none">▪ Laoag City▪ Baguio City – Session Road▪ San Fernando – La Union <u>Southern Luzon</u> <ul style="list-style-type: none">▪ Batangas City▪ Lucena City▪ Legaspi City▪ Naga City |



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**MEDICAL EXAMINATION INSTRUCTIONS FOR IMMIGRANT,
“K” AND “V” VISA APPLICANTS**

Under U.S. immigration law, **ALL** applicants for immigrant, “K,” and “V” visas are required to undergo and complete a medical examination, regardless of age. The medical examination findings by a panel physician are binding on the consular officer and used to determine eligibility to receive a visa.

St. Luke’s Medical Center Extension Clinic (SLMCEC) is the Embassy’s accredited medical facility. It is located at 1177 J. Bocobo St., Ermita, Manila. The telephone numbers are 521-0020 and 521-8647, and it is open for business Monday through Friday (except on Philippine holidays), from 7:30 a.m.-11:30 a.m. and from 1:00 p.m.-4:30 p.m. When you go to SLMCEC for medical examination, you must bring your interview appointment letter, passport, and one photo (size: 2” x 2”).

It is important that you must have completed your medical examination when you come to the Embassy for your visa interview. Otherwise, your visa application will be refused or you may be asked to return for another appointment. The medical examination results are delivered directly to the Embassy.

I. First-Come, First-Served

Applicants are examined on a first-come, first-served basis. Medical examinations may take more than one day to complete. Female applicants may request a female doctor to perform the examination. Unless it is necessary, do not bring companions due to space limitation at the clinic.

II. Fees

The medical examination fee is US\$95 for adults (15 years of age or older) and US\$67 for children (14 years of age or younger). Repeat X-rays will cost US\$7 each. Fees must be paid in their Philippine peso equivalent at the prevailing U.S. Embassy exchange rate.

III. X-Rays

A chest X-ray is not required for children below 15 years old, unless symptoms of tuberculosis (TB) exist, there is a history of TB, or there has been possible exposure of TB with a known case such as contact with a family or household member with TB.

Chest X-rays for pregnant women are not dangerous if taken with the proper shielding. U.S. Public Health Service (USPHS)/Centers for Disease Control (CDC) has approved an exception to the chest X-ray requirement for pregnant women if they do not want to take it. However, pregnant women visa applicants are advised to obtain a tuberculin skin test and any necessary follow-up at the local health department after arriving in the United States.

Applicants who have previous chest X-rays must bring the results with them to SLMCEC for comparative analysis.

IV. Human Immunodeficiency Virus (HIV) Test

HIV infection, which may lead to Acquired Immune Deficiency Syndrome (AIDS), is a communicable disease of public health significance. **ALL** applicants 15 years of age or older must be tested for evidence of HIV infection. Those under the age of 15 may be tested if there is reason to suspect HIV infection (for example a child whose natural parent is HIV-positive).

V. Divulgence of Contents of Medical Exam Reports

Visa records, including medical exam reports in support of a visa application, are confidential under the law and are generally **NOT** releasable. Consular officers may not divulge the particulars of an applicant’s physical or mental health.



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VACCINATION REQUIREMENT FOR “K” VISA APPLICANTS

U.S. immigration law requires that **ALL** intending immigrants be vaccinated against certain vaccine-preventable diseases before they can be admitted to the United States for permanent residence.

Vaccinations currently required are as follows:

- Mumps
- Measles
- Rubella
- Polio
- Tetanus and Diphtheria toxoids
- Pertussis
- Influenza Type B
- Hepatitis Type B
- Varicella
- Pneumococcal

“K” visa applicants, as nonimmigrant visa applicants, are technically not subject to the vaccination requirement. “K” visa applicants who refuse to comply with the vaccination requirement **will not** be denied a visa on that basis. As a matter of expediency, however, it is encouraged that “K” visa applicants meet the vaccination requirement before they are admitted into the U.S.

Bring Your Vaccination Records for the Panel Physician’s Review

You should bring records to show that you have already received vaccinations against certain vaccine-preventable diseases. The panel physician will review the vaccination records and will determine if you meet the vaccination requirement. Only the panel physician can determine which vaccinations are medically appropriate. This could mean that you may be required to repeat doses of vaccines that you have already received. Administering a second dose, however, will not endanger your health.

Adjustment Of Status Application After “K” Applicant’s Admission Into The U.S.

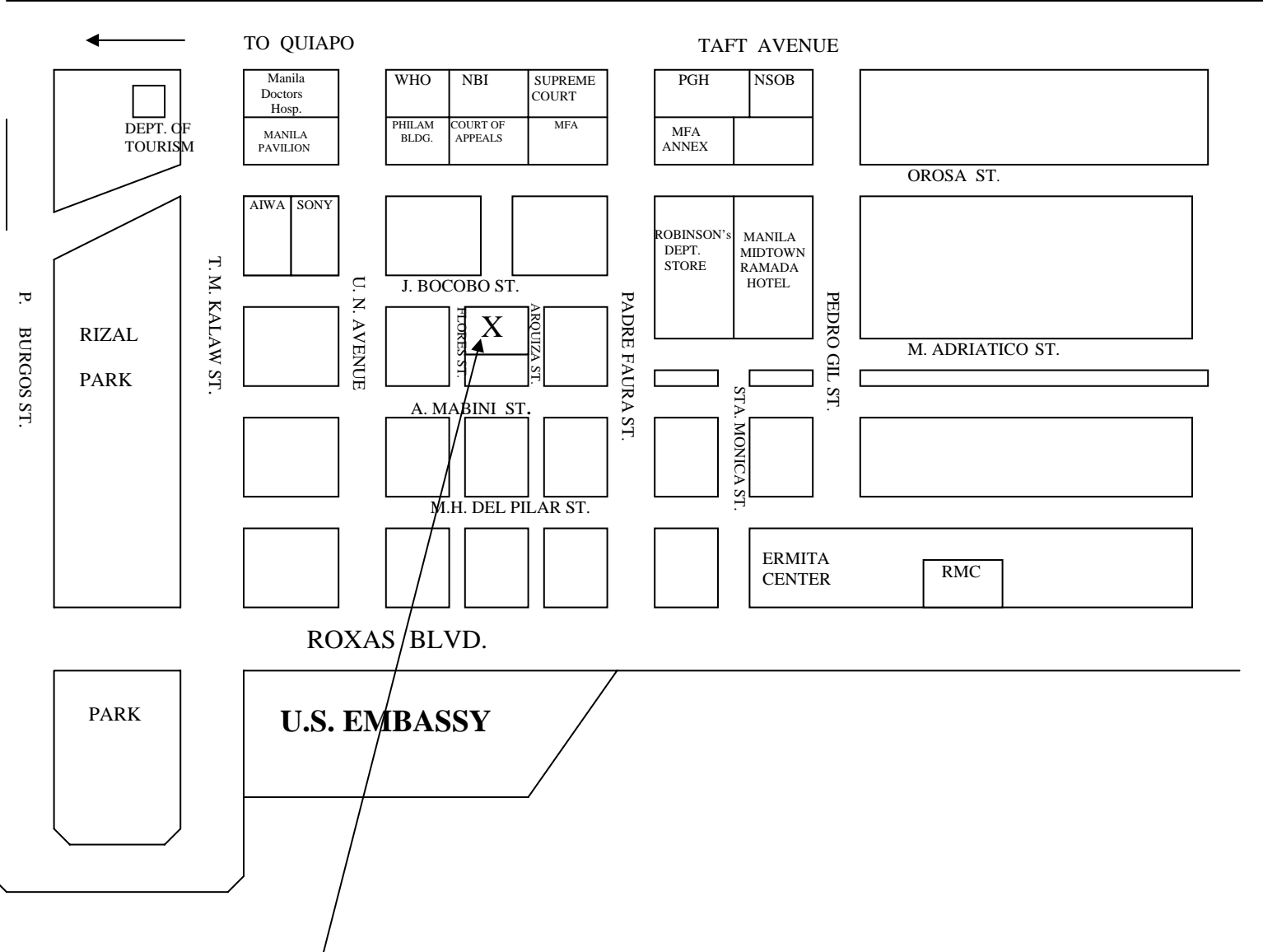
After you have been admitted to the U.S. in “K” status and apply for adjustment from nonimmigrant to a permanent resident (green card holder), the U.S. Citizenship and Immigration Services (USCIS) will use the panel physician’s vaccination assessment to determine your admissibility on medical grounds. Applicants who have not fully complied with the vaccination requirement will have to do so before they may finalize their adjustment of status in the U.S.

Vaccination Requirement Waiver

A decision to grant a waiver of the vaccination requirement will only be made at the time an adjustment of status is filed and reviewed by the USCIS.



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St. Luke's Medical Center Extension Clinic (SLMCEC)
1177 J. Bocobo Street, Ermita
1000 Manila
Phone numbers: 521-86-47
521-00-20



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Photograph Requirements For Immigrant and "K" Visa Applicants

One (1) photograph for each immigrant visa applicant and two (2) photographs for each "K" nonimmigrant visa applicant are required. The following guidelines should be considered to produce high quality photographs for U.S. visas:

- ❖ Photos must be in color, glossy and have only a white or off-white background.
- ❖ Subject must be shown in full frontal view, full face and eyes open. Center head within frame (see Figure 1 below). Make sure photo presents full head from top of hair to bottom of chin. Dimension of the facial image or height of head should measure 1 inch to 1-3/8 inches (25 mm to 35 mm). Eye level must be between 1-1/8 inches and 1-3/8 inches (28 mm and 35 mm) from bottom of photo.
- ❖ Face and background should be uniformly illuminated so that there are no distracting shadows. Fine facial features should be discernible. Encourage subject to have a natural expression.
- ❖ Include headpieces if worn daily for religious purposes. Headpieces should not obscure or cast shadows on the eyes or any other part of the face. A photo of a person wearing a traditional facemask or veil, which conceals portions of the face and does not permit adequate identification is not acceptable.
- ❖ Eyeglasses should be worn if normally used by subject. Sunglasses or other eyewear are not acceptable unless required for medical reasons (an eye patch, for example).
- ❖ The size of the photo should be 2 inches by 2 inches (50 mm x 50 mm).
- ❖ The image must be sharp and the photo must be correctly exposed. It must be devoid of stains, rips or any discoloration. Digitally printed photos should be produced without discernible pixels or dot patterns.
- ❖ Photos are required for all applicants regardless of age.

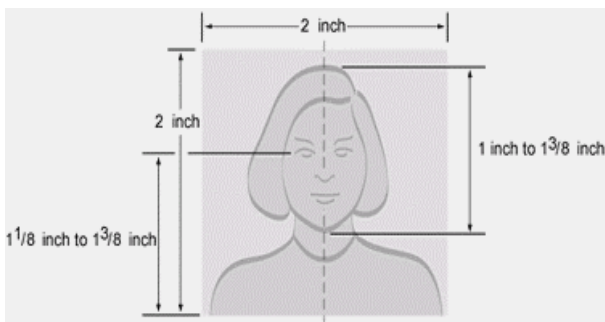


Figure 1. Head Position & Placement



Examples of Well-Composed Visa Photos

For additional information, you may visit: <http://travel.state.gov/passport/pptphotos/index.html>

K3 LINKS: Downloadable Forms

1. DS-156 (Nonimmigrant Visa Application)

<http://evisaforms.state.gov/>

2. DS-157 (Supplemental Nonimmigrant Visa Application)

<http://foia.state.gov/FORMS/visa/ds0157.pdf>

3. I-134 (Affidavit of Support)

<http://uscis.gov/graphics/formsfee/forms/I-134.htm>