

INSTRUCTIONS FOR IMMIGRANT, FIANCE, LIFE ACT VISA APPLICANTS

IV has received an approved petition for you. Please follow these instructions in a timely manner if you wish to apply for an immigrant, fiance or LIFE Act visa. Many forms can be downloaded and information obtained from www.asktheconsul.org or www.travel.state.gov. Please remember that a consular official may need further information or documents, in order to determine your eligibility, at any time.

BIOGRAPHIC INFORMATION. Please complete, sign and mail or fax to IV the enclosed Biographic Data DS-230 part 1, now, one for each family member so that we can begin internal checks, which take at least 2 weeks.

PASSPORT. A signed passport should be valid for at least 8 months at the time of visa issuance. Korean citizens must contact the Ministry of Foreign Affairs and Trade. See www.mofat.go.kr for Korean passport.

POLICE CERTIFICATE. See www.travel.state.gov/visa/reciprocity.htm for police certificate and other documentary requirements for various countries. If deemed to be available, as a minimum you must obtain a police certificate from your country of nationality and your country of current residence if your presence there occurred after age 16 and was 6 months or more. Police certificates are required from other countries for all stays of 12 months or more after age 16. If you have ever been arrested in any jurisdiction please bring arrest, court or prison records.

AFFIDAVIT OF SUPPORT: Please be sure to carefully read and completely follow all instructions.

Immediate relative and family preference cases: I-864 must be properly signed and notarized under U.S. law by the petitioner, who is the sponsor and I-864A by adult household members whose income will be considered with the sponsor. If the sponsor's income is insufficient submit a separate, properly signed and notarized I-864 and I-864A from joint sponsors and their household members. Each I-864 and I-864A must have attached to it evidence of each signer's and household member's U.S. citizenship or legal permanent resident status, evidence of current, sustained income and photocopies of the last three years of federal tax returns.

Fiance and LIFE Act cases: I-134 must be properly signed and notarized by the petitioner and any joint sponsors, and must have attached to it only evidence of current, sustained income/assets.

Employment preference cases: No affidavit of support (I-134, I-864) are needed for principal applicant. However, in case of following-to-join applicants, Form I-134 should be used.

VISA APPOINTMENT. Complete page 1 of this form and mail or fax it to IV along with a photocopy of the identity page of the passport for each applicant, after you have gathered all necessary documents. Immediate relative (parent, spouse or child of a U.S. citizen--IR or CR, or returning resident--SB), fiance and LIFE Act visa applicants usually receive an appointment within 2 weeks, once all internal processing is complete. IV requests visas for all other applicants (F or E) from Washington DC only after receiving your appointment request and if your priority date is current. We have no control over priority dates. If your priority date is not yet current, you must wait until it becomes current. You may check priority dates at http://www.travel.state.gov/visa/frvi_bulletincurrent.html. Once all internal clearances are complete, family and employment preference (F and E) applicants usually receive an appointment within 10 weeks. IV will post your appointment date with your case number on our web site at www.asktheconsul.org or www.usavisas.org.

PAYMENT. Each immediate relative, family preference and employment preference IV applicant must pay the statutory IV fee of \$335. Please bring to your appointment sufficient funds in cash (US\$ or KRW), money order, debit/credit cards or traveler's check. Personal checks cannot be used to pay visa fees. A separate visa and fee is required of each person emigrating, regardless of age. If the visa is denied, the fee CANNOT be refunded. Fiance and LIFE Act applicants must pay a \$100 fee at Hanmi Bank and bring the receipt to your appointment. Other IV related fees are: Korean emigration passports--W37,500; medical examination fee--W120,000 for adults and W80,000 for under 15 year olds; fees for any required vaccinations--settled separately with each medical examiner. All fees are subject to change without notice.

MEDICAL EXAMINATION. All applicants must complete a medical exam at one of these authorized hospitals:

Saint Mary's Hospital; phone 02-3779-1521; 62 Yeouido-Dong, Youngdeungpo-Ku, Seoul
 Seoul Adventist Hospital; phone 02-2210-3511; 29-1 Hwikyong-Dong, Dongdaemun-Ku, Seoul
 Yonsei Severance Hospital; phone 02-361-6541/2; 134 Shinchon-Dong, Seodaemun-Ku, Seoul
 Maryknoll Hospital; phone 051-461-2290; 12, 4-Ga, Daechung-Dong, Jung-Ku, Pusan
 Wallace Memorial Baptist Hospital; phone 051-580-1313; 374-75 Nansan-Dong, Keumjeong-Ku, Pusan

You must arrange your own examination. Please give to the examiner your passport or other government issued identity card, three passport size photographs. The examiner will give the medical report and chest x-ray to you in a large sealed envelope. **DO NOT OPEN THE ENVELOPE.** The medical report is valid for 12 months, if a CLASS A or TB condition exists it is valid for 6 months. K and V applicants do not need vaccinations.

YOUR APPOINTMENT. All IV applicants are seen by prior appointment only. It is your responsibility to come fully prepared with all needed documents in hand. Do not bring electronic or hazardous items. You and your belongings are subject to search. At the time of your interview you will be sworn in as to the truth of your application. Please be patient as this is the first time we see your case in its entirety. If you are found eligible for a visa at the time of your interview, your visa will be delivered by courier. No one can guarantee visa issuance. **DO NOT make travel arrangements until you have your visa in hand.** Since immigrant and fiance visas are usually valid for 6 months it is best to apply well in advance of your desired travel to U.S.

Bring the following documents with you for your interview for each applicant. **Although only one copy of these documents is required, you may wish to obtain duplicates in case the originals are lost or damaged.** Please contact us by fax if you need any blank forms. Your visa category is listed on your notification.

<i>Documents and completed forms</i>	<i>K1/2</i>	<i>K3/4</i>	<i>V1/2</i>	<i>CR/IR</i>	<i>F</i>	<i>E</i>	<i>SB/IW</i>	<i>DV</i>
Passport valid for 8 months	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
DS-230, part 1	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
DS-230, part 2	No	No	No	Yes	Yes	Yes	Yes	Yes
DS-156	Yes(2)	Yes(2)	Yes	No	No	No	No	No
Supplemental application	DS-156K	No	DS-3052	No	No	No	No	No
Birth, death, adoption, marriage, divorce or family register (under 1yr old)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Medical exam and chest x-ray	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vaccination report	No	No	No	Yes	Yes	Yes	Yes	Yes
I-864/I-864A with proof of signers' U.S. citizen or resident status; current, sustained income; last 3 years of U.S. tax returns	No	No	No	Yes	Yes	No	No	No
I-134 with proof of signer's current, sustained income	Yes	Yes	Yes	No	No	No	Yes	No
Front view photos	2	2	2	1	1	1	1	1
SEO-97	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
Police certificates	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Previous passports	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Military discharge (if available); arrest, prison, court records; U.S. immigration documents	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Education or training proof	No	No	No	No	No	No	No	Yes
English translations	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
\$335 IV fee in US\$ or KRW equivalent	No	No	No	Yes	Yes	Yes	Yes	Yes
\$100 MRV fee receipt	Yes	Yes	Yes	No	No	No	No	No
\$100 Diversity visa fee	No	No	No	No	No	No	No	Yes
Courier service receipt	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

A courier service receipt from an Embassy-approved courier company within Korea: You may get courier from either DHL Ilyang or Hanjin (DHL Ilyang: 1588-0002; Hanjin: 1588-0011).

WARNING

FAILURE TO APPLY FOR YOUR IV WITHIN TWO YEARS OF BEING TOLD THAT YOU MAY APPLY WILL RESULT IN THE PERMANENT TERMINATION OF YOUR CASE PURSUANT TO SECTION 203(g) OF THE IMMIGRATION AND NATIONALITY ACT. REPORT ANY CHANGE IN YOUR ADDRESS PROMPTLY TO IV. DO NOT MAKE ARRANGEMENTS TO DEPART KOREA, DISPOSE OF YOUR PROPERTY, GIVE UP YOUR JOB OR SELL YOUR BUSINESS UNTIL AFTER YOU RECEIVE A VISA.

Enclosures: as stated

s/cons/iv/seofm/OF169-SEO 3.5, Nov2004