Immigrant Visa Unit
U.S. Consulate General Guangzhou
43 Huajiu Road, Zhujiang New Town, Tianhe District, Guangzhou

Immigrant Visa Instructions

ALL APPLICANTS: Please complete the following **prior to your interview**. Failure to submit all necessary documents on the day of the interview may significantly delay the adjudication of your immigrant visa application.

☐ **Appointment Letter**	Bring a copy of the interview letter from the National Visa Center (NVC), the consulate, or our authorized Visa Application Service.
☐ **Passport**	• Each applicant must have a passport for travel to the United States that is valid for at least eight (8) months beyond the visa issuance date. • Bring any expired or cancelled passports you may have.
☐ **Photographs**	• Bring two 2x2 inch (50 mm x 50 mm), full-face color photographs with a white background without eyeglasses. For more information, see our photo requirements online. • All applicants, regardless of age, must submit photographs. • Photos **must not be** more than **six (6) months old.**
☐ **Form DS-260 Confirmation Page**	• Print and bring the confirmation page of the Form DS-260 Application for an Immigrant Visa that you submitted online at ceac.state.gov/iv. • For more information, see DS-260 instructions.
☐ **Complete Online Registration**	Complete your registration on our authorized application service website. During registration, you will be asked to provide information necessary for returning your passport to you after your interview.
☐ **Birth Certificate(s)**	Your original birth certificate, an English translation, and a photocopy (for third-country nationals). Also bring original birth certificates for all children of the principal applicant (even if he or she is not accompanying). • Applicants born in Mainland China must obtain a certified copy of the birth certificate issued by a local notary public office. • The notarial birth certificate must state the date, place of birth, and names of both parents (even if deceased). If parents' names are unknown, the notarial birth certificate must state "unknown". • If adopted, provide a notarial adoption certificate, abandonment certificate, or custody transfer certificate.
☐ **Alias Certificate**	All applicants who have ever used another name or alias on legal documentation or for any other official purpose must provide a certified alias certificate.

☐ **Police Certificates**

- **All applicants over 16 years of age** must provide a police certificate **issued within the last 24 months** (with a certified English translation) from your country/territory of nationality that covers the entire time you have lived in that country, if you have lived in that country for at least six months at any time. Chinese local notary offices are the only authority that can issue Chinese Police Certificates. More information on obtaining police certificates can be found on our country-specific webpage.
- **Do you currently reside outside the country of your nationality? Have you resided there for longer than six (6) months?**
  If yes to both, also provide a police certificate issued within the last 24 months (with a certified English translation) from that country.
- **Have you ever lived anywhere else outside your country of nationality for more than one year since attaining the age of 16?**
  If yes, also provide a police certificate (with a certified English translation) from that country which covers the **entire period** of residency.

☐ **Court and Prison Records**

- Applicants who have been **convicted of a crime** in any jurisdiction must obtain a certified copy of each court record, **including disposition,** and any prison record, regardless of outcome of case.
- The records must be notarized, and you must also submit a certified **English translation.**
- Police certificates submitted by applicants who have committed a crime should include conviction information and should attest that they have no other criminal record beyond the convictions already described.

☐ **Medical Exam Results**

- If you received your medical examination and vaccination records in a sealed envelope from the consulate-approved physician (see page 7), bring that to the interview. Do not open these envelopes.
- If you are using the e-medical process, you will not receive a sealed medical report.

☐ **Visa Application Fee**

- If you have not paid all required fees to either the National Visa Center (NVC) or via the appointment website, please be prepared to pay these fees on the day of your interview.
- All immigrant visa fees may be made in either U.S. dollars or the Chinese Renminbi (RMB) equivalent at the consulate's exchange rate on the day of the applicant's interview. We accept cash and credit cards (Visa, Master, American Express, Diners Club, and Discover) only. Please note that only the applicant's own credit card will be accepted. Credit cards belonging to the petitioner or any other individual cannot be used. Additionally, a combination of U.S. dollars and Chinese RMB will not be accepted.
- Be advised that if you are found ineligible to receive a visa, the immigrant visa fee cannot be refunded. A complete list of fees can be found here.

Applicants who fall into any category below should bring these additional documents:

For family-based visa categories:

☐	**Affidavit of Support (AOS)**	• 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. • Review our website to make sure you have the right Affidavit of Support and all the supporting documents you need.
☐	**Affidavit of Support Photocopies**	• The Affidavit of Support must account for all applicants on the petition. Each derivative family member must bring one (1) photocopy of the principal applicant's affidavit(s) of support. • If each applicant has his or her own individual petition, each Affidavit of Support must include that applicant's own name. • You can find more information on affidavits of support and the supporting financial evidence required on the USCIS website and on the Department of State website.
☐	**Proof of Status**	• Proof of your U.S. petitioner and any joint sponsor's status in the United States is required. Acceptable documents include a photocopy of a U.S. passport, birth certificate, naturalization certificate, or lawful permanent resident card. • To qualify as a financial sponsor, your petitioner and joint sponsor must provide proof of domicile in the United States or evidence indicating how they meet the domicile requirement. • More information regarding the domicile requirement can be found in the Instructions for Form I-864.
☐	**Evidence of Your Relationship with the Petitioner**	Evidence of a relationship includes, but is not limited to, photographs with the petitioner, communication records, money transmittal records, household registration, proof of biological children, etc.

For employment (E) visa categories:

☐	**Original Job Offer Letter**	An original job offer letter is required from the petitioning business, signed within the past year.
☐	**Form I-864 and the IRS-issued Tax Transcript**	If a relative is the petitioner (or) has a 5% or more ownership interest in the petitioning business, a Form I-864 and accompanying tax records are required.

For returning residents (SB-1) and diversity visa (DV):

☐ **Form I-134**

- The sponsor or petitioner who will financially support you should complete a Form I-134 and provide a copy of his/her IRS-issued tax transcript and all supporting financial documents needed to verify the income reported on his or her tax returns - e.g. W-2 form, 1099-MISC form, proof of rental income, proof of business income, proof of social security benefits, etc. for the latest year available **OR** a statement of why the petitioner did not file federal taxes.
- If your sponsor does not meet poverty income guidelines, you will need to find a joint sponsor and have them submit a Form I-134, IRS-issued tax transcript, and all supporting financial documents.

If you are married or have been married before:

☐ **Marriage Certificate**

Your original marriage certificate, English translation, and a photocopy.

- Applicants who were married in Mainland China must have a **notarial marriage certificate** issued by a local notary public office.
- Non-Mainland Chinese applicants must provide the original marriage certificate, a certified English translation, and one photocopy.

☐ **Marriage Termination Certificates**

Certificates showing the termination of any previous marriages (e.g. death certificate of a spouse, final decree of divorce or annulment).

If you are applying for an IR5 or F4 visa:

☐ **Petitioner's Birth Certificate**

An original or certified copy of the petitioner's birth certificate.

If you are applying for an IR1, CR1, or F2A visa:

☐ **Petitioner's Marriage Termination**

- If the petitioning spouse was previously married, they must provide evidence of the termination of every prior marriage of the petitioning spouse.
- The evidence must be an original or certified copy of a final legal divorce decree, death certificate, or annulment.

If you are a stepchild and are applying for an IR2, CR2, F2A, or any other visa classification requiring that the applicant be a child:

☐ **Marriage Certificate**

An original or certified copy of the marriage certificate of the petitioner and applicant's biological parent.

☐ **Divorce Records**

Divorce records are required for any previous marriages of the petitioner and biological parent. The evidence must be an original or certified copy of a final legal divorce decree, death certificate, or annulment.

If you are an EB5 applicant (C5, I5, T5, and R5):

☐ **Escrow Letter**

Proof that your investment funds have been transferred to an escrow account or made available to the U.S. investment project.

If you are an E1, E2, and E3 employment applicant or a DV visa applicant:

☐ **Professional Resume**

A detailed resume of your professional and educational history in Chinese and English language with the following:

- List of all employers and job responsibilities.
- Publications you have written, with titles, descriptions and dates.
- Travel history covering all foreign countries visited, including dates and purpose.
- Work plan explaining where you will seek employment in the United States.

If you have served in any country's military:

☐ **Military Records**

- Certified military records, if applicable and obtainable, along with English translations.
- For applicants who have served in the military in Mainland China, provide a **notarial military discharge certificate**, along with English translation.

If you have traveled to the U.S. and ever applied to extend your status in the United States:

☐ **Visa Extension**

Copies of I-539 Application(s) to Extend/Change Nonimmigrant Status and any approval notices, if applicable.

If you have previously been ordered removed from the United States or if you have been the subject of any other immigration proceedings:

☐ **Previous Immigration Proceedings**

Copies of all records, including waivers.

*** IMPORTANT NOTICES FOR ALL VISA APPLICANTS ***

All documents issued in China must be translated and notarized by a local notary public office in China. For documents issued in other countries, including the United States, applicants must obtain an original or certified copy of the requested documents.

WARNING: UStraveldocs.com is the **only** website that the U.S. Consulate General authorizes to provide visa information and visa application services. The U.S. Consulate does not endorse or have a "special relationship" with any individual or business that offers advice or assistance with your visa process. No one can guarantee the issuance of a visa to you. The U.S. consular office that will be handling your case is located at the address at the top of this form. All U.S. government forms are available free of charge. Many visa applicants lose money or are permanently barred from the United States as a result of misleading information and fraudulent applications provided by visa consultants.

No guarantee:
The consulate cannot guarantee any applicant will receive a visa. Decisions are based on many factors. Even if the consulate determines you are eligible for a visa, issuance can be delayed for a variety of reasons. You are STRONGLY ADVISED against giving up your job, disposing of property, or buying plane tickets until you actually receive your visa. If your visa is approved, you will be provided information on visa delivery. **The validity of your visa is tied to your medical exam's validity. You must travel and apply for admission to the United States within your visa validity.**

Accompanying persons:
Anyone whose name is not listed on the visa appointment letter will not be allowed to enter the consulate. Petitioners are not required to attend the applicants' immigrant visa interview. **Due to limited space in the visa waiting room, we cannot accommodate petitioners or attorneys in the waiting room or at visa interviews.** Only the following people may accompany a visa applicant to their interview:

- At the discretion of the consulate, applicants may bring one person to help if they have a special condition or challenge requiring special assistance. Applicants may inform the greeters about their situation at the entrance. Approval may or may not be granted, depending on the applicant's situation. Additionally, any accompanying individual must show official government photo identification and proof of family relationship with the applicant or a notarized, signed affidavit from the petitioner authorizing the individual to assist the applicant in the visa process for entrance into the consulate.
- **Applicants under age 14 must** be accompanied by a parent, legal guardian, or an individual having legal custody of, or a legitimate interest in the applicant to act as the minor's proxy for the purpose of signing the visa application. Any accompanying adult must show official government photo identification to enter the consulate. Accompanying adults who do not have a legal relation to the minor should also bring a notarized, signed affidavit from the minor's parent or legal guardian authorizing them to act as the minor's proxy for this purpose.

Potential cancellation of application:
Failure to apply for your immigrant visa within one year of being notified that you may apply may result in the permanent termination of your case pursuant to section 203(g) of the U.S. Immigration and Nationality Act (INA).

Contact us:
If you have questions, please visit the U.S. Consulate General Guangzhou Immigrant Visa Unit Navigator.

Immigrant Visa Unit
U.S. Consulate General Guangzhou

Medical Examination and Vaccination Instructions

Now that you are scheduled for an immigrant/K visa interview, you should make arrangements to undergo your medical examination and obtain certain vaccinations. All immigrant and K visa applicants, regardless of age must have a medical examination. United States immigration law also requires immigrant visa applicants to obtain certain vaccinations (listed below) prior to the issuance of an immigrant visa.

You should arrange to undergo your medical examination at one of the designated panel physicians indicated below. Medical examinations conducted elsewhere will not be accepted. The medical examination forms will be generated and completed by the panel physician during the exam. Each person who is examined must present his or her own passport and five visa photographs at the time of the exam. **The medical examination must be completed prior to your visa interview appointment date. Please contact the panel physician where you plan to take your medical examination to learn about the time required to complete the examination.** Once the medical exam is completed, you will receive a sealed medical report. **DO NOT open the envelope as you must bring the sealed medical report to your visa interview. If you are using the e-medical process, you will not receive a sealed medical report. NOTE: You are not permitted to undergo a medical exam unless an interview is scheduled. The validity of your visa is tied to your medical exam's validity.**

Panel physicians who conduct medical examinations of immigrant and K visa applicants are required to verify that applicants have met certain vaccination requirement, or that it is medically inappropriate for an applicant to receive one or more of the following vaccinations: **DT/DTP/DTaP, Td, Polio (OPV/IPV), Measles (or MR or MMR), Mumps (or MMR), Rubella (or MR or MMR), Rotavirus, Hib (Haemophilus Influenzae Type B), Hepatitis A, Hepatitis B, Meningococcal, Varicella, Pneumococcal, Influenza.** If you have already received some or all of the required vaccinations, you should bring your previous vaccination records with you to your medical exam for verification and transfer to your international vaccination record. Physicians at the panel sites listed below can determine which of the listed vaccinations are medically appropriate for you, given your age, medical history, and current medical condition. Only vaccinations verified or administered at the panel sites listed below will be accepted by the consulate.

NAME	ADDRESS, PHONE NUMBER, PRICE
Guangzhou International Travel Health Care Center	4/F, 5/F East Tower, Poly Bld, No. 59 Huali Road, Zhujiang New Town, Guangzhou Tel: (020) 81219500 Basic fee: RMB1700 for age 15 and above, RMB1500 for age 2-14, RMB700 for age under 2. For the latest information on medical examination appointments and instructions, please visit this panel physician's website www.gzwbzx.com.
IME Centre-Fuzhou University Affiliated Provincial Hospital (Jinshan Campus)	516 Jinrong South Road, Cangshan District, Fuzhou, Fujian Tel: (0591) 88619601/88619602 Basic fee: RMB2000 for age 15 and above, RMB1500 for age 2-14, RMB900 for age under 2. For the latest information on medical examination appointments and instructions, please visit this panel physician's website http://cgtj.fjsl.com.cn/.
Shanghai International Travel Medical Center	2/F Building 3, No. 15 Jin Bang Road, Shanghai Tel: (021) 62688851 Basic fee: RMB1631 for age 45 and above, RMB1646 for age 25-44, RMB2096 for age 18-24, RMB 1631 for age 15-17, RMB 1446 for age 2-14, RMB 906 for age under 2. For the latest information on medical examination appointments and instructions, please visit this panel physician's website https://sithc.shhgtsc.org.cn/.
Beijing International Travel Health Care Center	20 Hepingli North Street, Dongcheng Dist., Beijing 100013 Tel: (010) 82005029 Basic fee: RMB1831.80 for age 15 and above, RMB1445 for age 2-14, RMB705 for age under 2. For the latest information on medical examination appointments and instructions, please visit this panel physician's website www.beijingithc.org.cn.