

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 must 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/reciprocityweb/index.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.

The Korean National Police Certificate (KNPC/범죄(수사)경력 회보서) is available to all visa applicants of any nationality who are physically present in South Korea by applying directly at any KNP station. The KNP checks non-Koreans according to the requestor's Korean alien registration card or passport. Korean citizens must show a Korean identity card (Jumindeungnokjeung) or a Korean passport. KNPC processing is no fee and takes less than 24 hours. The new KNPC bears a red ink half inch square stamp on the bottom containing the Korean characters for National Police. It is issued in Korean only and applicants must attach a complete English translation, certified as true and correct by anyone competent in Korean and English. KNPC is unavailable to applicants outside of Korea. IV no longer processes requests for KNPCs.

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://travel.state.gov/visa/frvi_bulletincurrent.html. Once all internal clearances are complete, family preference (F) applicants usually receive an appointment within 10 weeks. Employment preference (E) applicants usually receive an appointment within 12 weeks. IV will inform you of your appointment by mail.

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

<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>
\$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

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, Aug2004