

## Instructions

Please read these instructions carefully to properly complete this form. If you need more space to complete an answer, use a separate sheet(s) of paper. Write your name and Alien Registration Number (A #), if any, at the top of each sheet of paper and indicate the part and number of the item to which the answer refers.

### What Is the Purpose of This Form?

You should use Form I-918 to request temporary immigration benefits if you are a victim of certain qualifying criminal activity. If you received interim relief prior to publication of regulations regarding these benefits, you should use Form I-918.

### Who May File This Form I-918?

Form I-918 should be filed by you, the victim, and may include qualifying family members. It can also be used at a later date to file for qualifying family members not included on the original petition.

**1. Principal Petitioner.** You must demonstrate all of the following:

**A.** You are a victim of criminal activity designated in section 101(a)(15)(U) of the Immigration and Nationality Act (the Act). Such activity is defined as being the victim of one or more of the following or any similar activity in violation of Federal, State or local criminal law:

1. Rape;
2. Torture;
3. Trafficking;
4. Incest;
5. Domestic violence;
6. Sexual assault;
7. Abusive sexual contact;
8. Prostitution;
9. Sexual exploitation;
10. Female genital mutilation;
11. Being held hostage;

12. Peonage;
  13. Involuntary servitude;
  14. Slave trade;
  15. Kidnapping;
  16. Abduction;
  17. Unlawful criminal restraint;
  18. False imprisonment;
  19. Blackmail;
  20. Extortion;
  21. Manslaughter;
  22. Murder;
  23. Felonious assault;
  24. Witness tampering;
  25. Obstruction of justice;
  26. Perjury; or
  27. Attempt, conspiracy or solicitation to commit any of the above.
- B.** You have suffered substantial physical or mental abuse as a result of having been a victim of qualifying criminal activity;
- C.** You possess information concerning the qualifying criminal activity of which you were a victim;
- D.** A Federal, State or local government official investigating or prosecuting a qualifying criminal activity certifies (using **Supplement B** of this petition) that you have been, you are being or you are likely to be helpful to the official in the investigation or prosecution of the criminal act of which you are a victim; and
- E.** The criminal activity of which you are a victim violated the laws of the United States or occurred in the United States (including Indian country and military installations) or the territories and possessions of the United States.

**2. Principal Petitioner** filing for a qualifying family member, or **currently holding U-1 status** and filing for a qualifying family member. You must also demonstrate that:

- A. If you are under the age of 21 years, qualifying family members for whom you are filing are your:
  - 1. Spouse;
  - 2. Unmarried child(ren) under the age of 21;
  - 3. Parent(s);
  - 4. Unmarried siblings under the age of 18.
- B. If you are over the age of 21 years, qualifying family members for whom you are filing are your:
  - 1. Spouse;
  - 2. Unmarried child(ren) under the age of 21.

### General Instructions.

#### Step 1. Fill Out the Form I-918, I-918, Supplement A and I-918, Supplement B

- 1. Type or print legibly in black ink.
- 2. If extra space is needed to complete any item, attach a continuation sheet, indicate the item number, and date and sign each sheet.
- 3. Answer all questions fully and accurately. State that an item is not applicable with "N/A." If the answer is none, write "none."

#### Completing Form I-918.

This form is divided into **Parts 1** through **8**. The following information should help you fill out the form.

You, as the principal petitioner, must file a Form I-918 for yourself. You must also file a Form 918, Supplement B, U Nonimmigrant Status Certification that has been completed and signed by a certifying official. The Form I-918, Supplement B, must be submitted with the original Form I-918 petition package. If it is not attached, your Form I-918 may be denied.

#### Part 1 - Information about you. *(Person filing this petition as a victim of qualifying criminal activity.)*

- A. **Family Name** (Last name) - Give your legal name. If you have two last names, include both and use a hyphen (-) between the names, if appropriate.

- B. **Given Name** (First name) - Give your full first name, do not use "nicknames." (Example: If your name is Albert, do not use Al.)

- C. **Other Names Used** - Provide all the names you have used, including maiden name if applicable, married names, nicknames, etc.

- D. **Home Address** - Give your physical street address. This must include a street number and name or a rural route number. Do not put a post office box (P.O. Box) number here.

- E. **Safe Mailing Address** - Give your mailing address, if different from your home address. If you do not feel secure in receiving correspondence regarding this petition at your home address, provide a "safe mailing address" in this space. This address may be a post office box, the address of a friend, your attorney, a community based organization that is helping you, or any other address where you can safely and punctually receive mail.

- F. **Home Telephone Number** - Give the phone number with area code. If you live outside the United States, give the country and city code.

- G. **Safe Daytime Telephone Number** - If you do not feel secure in receiving telephone calls regarding this petition at your home telephone number, provide a "safe telephone number" in this space. This number may be for a friend, your attorney, a community-based organization that is helping you, or any other number where you can safely and punctually receive a call or a message.

- H. **E-Mail Address** - This is optional. If you do not have an email address or feel that your email address is not secure, write "None."

- I. **A Number** - This is your USCIS (former INS) file number. If you do not have an A number or do not know it, leave this blank.

- J. **U.S. Social Security Number** - If you do not have a Social Security number, leave this blank.

- K. **Gender and Marital Status** - Check the appropriate box for each.

- L. **Date of Birth** - Use eight numbers to show your date of birth (example: May 1, 1979, should be written 05/01/1979).

- M. **Country of Birth** - Give the name of the country where you were born. Include the city, state or province, and country.

- N. Country of Citizenship** - Give the name of the country where you are a citizen. This is not necessarily the country where you were born.
- O. Passport Number** - Give the number of the passport used to enter the United States, if applicable.
- P. Place of Issuance** - Give the location where your passport was issued.
- Q. Date of Issue** - Give the date when your passport was issued.
- R. Place of Last Entry Into the U.S.** - Give the place where you last entered the United States, regardless of whether that entry was legal or illegal.
- S. Date of Last Entry Into the U.S.** - Give the date you last entered the United States, regardless of whether that entry was legal or illegal.
- T. Form I-94, Arrival/Departure Document, #** - If you are physically present in the United States, give the number on Form I-94 issued at the time of entry.
- U. Current Immigration Status** - Give your current status, regardless of how you entered the United States (visitor, student, entry without inspection, etc.)

**Part 2 - Additional Information.**

You must answer each question. If you answer "Yes" to any of the questions, explain on a separate sheet(s) of paper.

**Part 3 - Processing Information.**

You must answer each question. If you answer "Yes" to any of the questions, explain on a separate sheet(s) of paper.

**Part 4 - Information about spouse and/or children.**

Even if you are not petitioning to bring your family member to the United States, you must provide the requested information about your spouse and children, if any.

**Part 5 - Filing on behalf of family members.**

Complete this question to indicate whether you are petitioning for one or more qualifying family members at this time. See **Section B** below for information on completing a petition on behalf of your qualifying family member.

**Part 6 - Attestation, release and signature.**

You, the petitioner, must sign and date the form. If you do not sign the form, the petition will be returned as incomplete.

**Part 7 - Signature of person preparing form, if other than petitioner.**

If you, the petitioner, did not fill out the Form I-918, the preparer must also sign, date and give his or her address.

**Completing Form I-918, Supplement A Petition for Qualifying Family Member of U-1 Recipient.**

If you are filing for a qualifying family member, you must complete a Form I-918, Supplement A, Petition for Qualifying Family Member of U-1 Recipient. Form I-918, Supplement A, must be submitted for each family member for whom you are filing.

A Form I-918, Supplement A, may be filed concurrently with the principal petitioner's initial Form I-918 or at any time thereafter. However, any Form I-918, Supplement A, submitted subsequently must have the appropriate boxes checked in **Part 1**, and must be accompanied by a copy of the principal petitioner's Form I-918. Evidence submitted with the original petition, however, need not be resubmitted.

**Part 1 - Family member(s) relationship to you (the principal).**

Check the appropriate box.

**Part 2 - Information about you.**

- A. Family Name** (Last name) - Give your legal name. If you have two last names, include both and use a hyphen (-) between the names, if appropriate.
- B. Given Name** (First name) - Give your full first name, do not use "nicknames." (Example: If your name is Albert, do not use Al.)
- C. Date of Birth** - Use eight numbers to show your date of birth (example: May 1, 1979, should be written 05/01/1979).
- D. A Number** - This is your USCIS (former INS) file number.
- E. Status of your Form I-918, Petition for U Nonimmigrant Status** - Check the appropriate box.

**Part 3 - Information about your qualifying family member (the derivative).**

- A. Family Name** (Last name) - Give his or her legal name. If he or she has two last names, include both and use a hyphen (-) between the names, if appropriate.
- B. Given Name** (First name) - Give your full first name, do not use "nicknames." (Example: If your name is Albert, do not use Al.)

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- C. Other Names Used** - Provide all the names he or she has used, including maiden name, if applicable, married names, nicknames, etc.
- D. Date of Birth** - Use eight numbers to show his or her date of birth (example: May 1, 1979, should be written 05/01/1979).
- E. Country of Birth** - Give the name of the country where he or she was born. Include the city, state or province, and country.
- F. Country of Citizenship** - Give the name of the country where he or she is a citizen. This is not necessarily the country where he or she was born.
- G. Intended Address in the United States** - Give his or her intended physical street address. This must include a street number and name or a rural route number. Do not put a post office box (P.O. Box) number here.
- H. Safe Mailing Address** - Give his or her mailing address, if different from his or her intended home address. If he or she does not feel secure in receiving correspondence regarding this petition at his or her home address, provide a "safe mailing address" in this space. This address may be a post office box, the address of a friend, your/his or her attorney, a community based organization, or any other address where he or she can safely and punctually receive mail.
- I. A Number** - This is his or her USCIS (former INS) file number. If he or she does not have an A number or you do not know it leave this blank.
- J. U.S. Social Security Number** - If he or she does not have a U.S. Social Security number, leave this blank.
- K. Form I-94, Arrival/Departure Document Number** - If physically present in the United States, give the number on I-94 issued at the time of entry.
- L. Home Telephone Number** - Give the telephone number with area code where he or she lives and can be reached during the day.
- M. Safe Daytime Telephone #** - If he or she does not feel secure receiving telephone calls regarding this petition at his or her home, provide a "safe telephone number" in this space. This number may be for a friend, his or her attorney, a community-based organization, or any other number where he or she can safely and punctually receive a call or a message.
- N. Gender and Marital Status** - Check the appropriate box for each.

**Part 4 - Additional information about your qualifying family member.**

- A. Numbers 1 through 7** - Give all the requested information.
- B. Numbers 8 through 26** - A response must be given for each question.

**Part 5 - Attestation, release and signature.**

You, the petitioner, must sign and date the form. If you do not sign the form, your petition will be returned as incomplete.

If the family member for whom you are filing is in the United States, he or she must sign and date the form. If her or she does not sign or date the form, the Form I-918, Supplement A, will be returned as incomplete.

**Part 6 - Signature of person preparing form, if other than petitioner.**

If you, the petitioner, did not fill out the Form I-918, Supplement A, the preparer must also sign, date and give his or her address.

**Completing Form I-918, Supplement B U Nonimmigrant Status Certificaton.**

A Form I-918, Supplement B, U Nonimmigrant Status Certification, must be filed concurrently with your (the principal petitioner) initial Form I-918. **This certification is required; if you fail to submit a properly completed certification with your Form I-918, the petition may be denied.**

This supplement must be completed by the **certifying official of the agency** conducting an investigation or prosecution of the qualifying criminal activity of which you are a victim. It must have been signed within the six months immediately preceding the submission of the petition package and the signature on the Form I-918, Supplement B, must be original.

**Step 2. General requirements**

**Required Initial Evidence to Support Petition for U Nonimmigrant Status.**

The following initial evidence must be included with Form I-918.

For petitioners who requested and received initial relief, USCIS will consider the evidence submitted by the petitioner in conjunction with his or her request for interim relief as part of the petition package. Such petitioners may file additional evidence with the Form I-918 to supplement the evidence submitted to request interim relief, if they choose.

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**General Instructions.** One document may be used to demonstrate more than one element of your claim.

**A. Form I-918 Supplement B, U Nonimmigrant Status Certification.** You **must** submit a properly and timely executed Supplement B certification with your petition. However, petitioners who requested and received U interim relief, are not required to file Supplement B.

This certification will be given significant weight as evidence demonstrating that you are a victim; that you possess information about the criminal activity; that the criminal activity violated the laws of the United States or occurred in the United States (including Indian country and military installations) or the territories and possessions of the United States; and that you are likely to be, are being, or have been helpful in the investigation or prosecution of the qualifying criminal activity of which you are a victim. You also must provide any additional relevant evidence to help meet these eligibility requirements.

**B. Evidence You Are the Victim of Qualifying Criminal Activity.** You must demonstrate you have suffered direct and proximate harm as a result of the commission of qualifying criminal activity. You must include with your petition evidence establishing you are a victim of qualifying criminal activity. You may use Form I-918, Supplement B to help establish this eligibility requirement, but you should also include with your petition any additional evidence you want USCIS to consider. A non-exhaustive list of the types of evidence you may submit includes, but is not limited to:

1. Trial transcripts;
2. Court documents;
3. Police reports;
4. News articles;
5. Affidavits;
6. Orders of protection.

**C. Evidence You Have Suffered Substantial Physical or Mental Abuse.** You must present credible evidence that demonstrates you suffered substantial physical or mental abuse as a result of having been a victim of qualifying criminal activity. You may use Form I-918 Supplement B to help establish this eligibility requirement, but you should also include with your petition any additional evidence you want USCIS to consider.

The evidence must show the nature and severity of the abuse you suffered. Factors USCIS will consider to determine whether the abuse is substantial include:

1. The nature of the injury inflicted;
2. The severity of the perpetrator's conduct;
3. The severity of the harm you suffered;
4. The duration of the infliction of the harm; **and**
5. The extent to which there is permanent or serious harm to your appearance, health, or physical or mental soundness.

No single factor is a prerequisite to establish that the abuse suffered was substantial, nor does the existence of one or more of the factors automatically create a presumption that the abuse was substantial. If the criminal activity caused the aggravation of a pre-existing physical or mental injury, that aggravation will be considered in evaluating whether the harm constitutes substantial physical or mental abuse. If the criminal activity involved a series of acts or occurred repeatedly over a period of time, please document the pattern of abuse. USCIS will consider the abuse in its totality -- a series of acts taken together may be considered to have caused substantial physical or mental abuse even where no single act alone rises to that level.

You are encouraged to provide and document all credible evidence, particularly when documenting a pattern of abuse. A non-exhaustive list of suggested forms of evidence includes, but is not limited to:

1. Reports and/or affidavits from judges and other court officials, medical personnel, school officials, clergy, social workers and other social service personnel;
2. Orders of protection and related legal documents;
3. Photos of your visible injuries supported by affidavits;
4. Affidavits from witnesses, acquaintances or family members who have personal knowledge of the facts regarding the criminal activity.

**D. Evidence You Possess Information Concerning Qualifying Criminal Activity.** You must submit evidence demonstrating you possess information concerning the qualifying criminal activity of which you were a victim. You must demonstrate that you have knowledge of details concerning the criminal activity that would assist in the investigation or prosecution of that criminal activity.

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You may use Form I-918 Supplement B to help establish this eligibility requirement, but you should also include with your petition any additional evidence you want USCIS to consider. Additional evidence to establish you possess information about the qualifying criminal activity may include, but is not limited to, reports and affidavits from police, judges, and other court officials.

In cases where the petitioner is a child under 16 years of age or is incapacitated or incompetent, this requirement can be satisfied by the parent, guardian, or next friend submitting the evidence on behalf of the petitioner. Evidence to meet this eligibility requirement must include documents establishing the age, incapacity, or incompetence of the victim. Examples of such evidence include, but are not limited to: birth certificate of the petitioner, court documents demonstrating recognition of an individual as the petitioner's "next friend," medical records, or reports of licensed medical professionals demonstrating the incapacity or incompetence of the petitioner.

**E. Evidence of Helpfulness.** You must submit evidence demonstrating that you have been, are being, or are likely to be helpful to a certifying official in the investigation or prosecution of the qualifying criminal activity of which you are a victim.

You must submit Form I-918 Supplement B to help establish this eligibility requirement, but you should also include with your petition any additional evidence you want USCIS to consider. Examples of such evidence include, but are not limited to:

1. Trial transcripts;
2. Court documents;
3. Police reports;
4. News articles;
5. Copies of reimbursement forms for travel to and from court;
6. Affidavits of other witnesses or officials.

In cases where the petitioner is a child under 16 years of age or is incapacitated or incompetent, this requirement can be satisfied by the parent, guardian, or next friend submitting the evidence on behalf of the petitioner. Evidence to meet this eligibility requirement must include documents establishing the age, incapacity, or incompetence of the victim.

Examples of such documentation include, but are not limited to: birth certificate of the petitioner, court documents demonstrating recognition of an individual as the petitioner's "next friend," medical records, or reports of licensed medical professionals demonstrating the incapacity or incompetence of the petitioner.

**F. Evidence Criminal Activity is Qualifying and Violated U.S. Law or Occurred in the United States.**

You must submit evidence that the criminal activity of which you were a victim is included in the list of criminal activity included in these instructions, and that the criminal activity violated a U.S. federal law that provides for extraterritorial jurisdiction or occurred in the United States (including in Indian country and military installations) or the territories and possessions of the United States.

You must submit Form I-918 Supplement B to help establish this eligibility requirement, but you should also include with your petition any additional evidence you want USCIS to consider. An example of such additional evidence includes, but is not limited to, a copy of the statutory provision(s) showing the elements of the offense or factual information about the criminal activity demonstrating that it is similar to a crime contained the list of qualifying criminal activity contained in these instructions. If the criminal activity occurred outside the United States, the additional evidence may include a copy of the statutory provision (s) providing for the extraterritorial jurisdiction, and documentation showing that the criminal activity violated Federal law and is prosecutable in a Federal court.

**G. Personal Statement.** You **must** provide a personal narrative statement. This statement should describe the qualifying criminal activity of which you were a victim and must include the following information:

1. The nature of the criminal activity;
2. When the criminal activity occurred;
3. Who was responsible;
4. The events surrounding the criminal activity;
5. How the criminal activity came to be investigated or prosecuted; **and**
6. What substantial physical and/or mental abuse you suffered as a result of having been the victim of the criminal activity.

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When the petitioner is under the age of 16, incapacitated, or incompetent, a parent, guardian, or next friend may submit a statement in lieu of the petitioner that contains as much information surrounding the criminal activity and physical and/or mental abuse as possible.

**H. Waiver of Ground(s) of Inadmissibility.** To be eligible for U nonimmigrant status, you must be admissible to the United States. If you or your qualifying family member(s) answered "Yes" to one of the questions in Part 3 of the Form I-918 or Form I-918, Supplement A, you or your qualifying family member(s) may be inadmissible.

If you and/or your qualifying family member(s) is or becomes inadmissible for conduct that occurs while the petition for U nonimmigrant status is pending, you and/or your family member(s) will not be eligible for U nonimmigrant status unless the ground of inadmissibility is waived by USCIS.

Petitioners seeking a waiver of inadmissibility must submit a Form I-192, Application for Advance Permission to Enter as a Nonimmigrant (Pursuant to Section 212(d)(3) of the Immigration and Nationality Act). A separate fee must be filed with Form I-192. Form I-192 should be filed concurrently with Form I-918. USCIS, in its discretion, will decide eligibility for the waiver.

### **Form I-918, Supplement A, and Evidence to Establish Derivative U Nonimmigrant Status.**

#### **You must include:**

1. A completed Form I-918, Supplement A, Petition for Immediate Family Member of U-1 Recipient, for each qualifying family member you want included on your petition.
2. Credible documentation of the claimed relationship. Documents acceptable for this purpose are as follows:

If you are filing for your:

**A. Husband or Wife** - Submit a copy of your marriage certificate issued by a civil authority.

If either you or your spouse were married before, you must submit documents to show all previous marriages were legally terminated. (Example: a divorce decree or death certificate.)

**B. Child and you are the mother** - Submit a copy of the child's birth certificate showing your name and the name of the child issued by a civil authority.

**C. Child and you are the father** - Submit a copy of the child's birth certificate issued by a civil authority showing both parents' names. If the child was born out of wedlock give proof that a parent/child relationship exists or existed. (Example: the child's birth certificate showing your name and evidence that you have financially supported the child. In some cases, a blood test may be necessary. )

**D. Mother** - Submit a copy of your birth certificate issued by a civil authority, showing your name and your mother's name.

**E. Father** - Submit a copy of your birth certificate showing the names of both parents. Also give a copy of your parents' marriage certificate establishing that your father was married to your mother before you were born, and copies of documents showing that any prior marriages of either your father or mother were legally terminated. If you are filing for a stepparent or adoptive parent, or if you are filing for your father and were not legitimated before your 18th birthday, also see **C, G and H**.

**F. Brother or sister** - Submit a copy of your birth certificate and a copy of your brother's or sister's birth certificate showing that you have at least one common parent. If you and your brother or sister have a common father but different mothers, submit copies of the marriage certificates of the father to each mother and copies of documents showing that any prior marriages of either your father or mothers were legally terminated. If you and your brother or sister are related through adoption or through a stepparent, or if you have a common father and either of you were not legitimated before your 18th birthday, see also **G and H**.

**G. Stepparent/stepchild** - If your petition is based on a stepparent-stepchild relationship, you must file your petition with a copy of the marriage certificate of the stepparent to the child's natural parent showing that the marriage occurred before the child's 18th birthday, and copies of documents showing that any prior marriages were legally terminated.

**H. Adoptive parent or adopted child-** If you and the person you are filing for are related by adoption, you must submit a copy of the adoption decree(s) showing that the adoption took place before the child became 16 years old. If you adopted the sibling of a child you already adopted, you must submit a copy of the adoption decree(s) showing that the adoption of the sibling occurred before that child's 18th birthday. In either case, you must also submit copies of evidence that each child was in the legal custody of and resided with the parent(s) who adopted him or her for at least two years before or after the adoption. Legal custody may only be granted by a court or recognized government entity and is usually granted at the time the adoption is finalized. However, if legal custody is granted by a court or recognized government agency prior to the adoption, that time may count to fulfill the two-year legal custody requirement.

**I. Your unmarried sibling under age 18** - Submit a certified copy of your birth certificate and a copy of your brother's or sister's birth certificate showing that you have at least one common parent.

**Unavailable Documents.** If a required document is not available, you may give USCIS the following instead.  
**NOTE:** USCIS may require a statement from the appropriate civil authority certifying that the necessary document is unavailable.

- 1. Church record:** A certificate under the seal where the baptism, dedication or comparable rite occurred within two months after the birth, showing the date and place of the child's birth, date of the religious ceremony and the names of the child's parents.
- 2. Census records:** State or federal census records showing the names place of birth and date of birth or age of the person listed.
- 3. School record:** A letter from the authority of the school attended (preferably the first school) showing dates of admission to the school, child's date and place of birth and the names and birthplaces of both parents if shown in the school records.
- 4. Affidavits:** Written statements sworn to or affirmed by two persons who were living at the time and who have personal knowledge of the event you are trying to prove. (Example: the date and place of birth, marriage, divorce or death.) The person making the affidavit need not be a citizen of the United States. Each affidavit should contain the following:
  - A.** The relationship, if any, between you and the affiant;

- B.** Full information concerning the event; and
- C.** Complete details concerning how the person acquired knowledge of the event.

**NOTE:** In a case where you or your relative's name has changed from what is shown on the supporting document, submit the legal document authorizing such name change. (Example: marriage certificate, adoption decree, court order, etc.)

**Translations.** Any document containing foreign language submitted to the Service shall be accompanied by a full English language translation which the translator has certified as complete and accurate, and by the translator's certification that he or she is competent to translate from the foreign language into English.

**Copies.** Unless specifically required that an original document be filed with an application or petition, an ordinary legible photocopy may be submitted. Original documents submitted when not required will remain a part of the record, even if the submission was not required.

### Where To File?

Mail your complete petition package to the following address:

**USCIS - Vermont Service Center  
75 Lower Welden Street  
St. Albans, VT 05479-0001**

### What Is the Filing Fee?

**There is no filing fee for Form I-918.**

However, a biometric fee of **\$80.00** is required when filing this Form I-918. After you submit Form I-918, USCIS will notify you about when and where to go for biometric services.

Use the following guidelines when you prepare your check or money order for the biometric services fee:

- 1.** The check or money order must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency; and
- 2.** Make the check or money order payable to **U.S. Department of Homeland Security**, unless:
  - A.** If you live in Guam and are filing your petition there, make it payable to **Treasurer, Guam**.



**B.** If you live in the U.S. Virgin Islands and are filing your petition there, make it payable to  
**Commissioner of Finance of the Virgin Islands.**

**NOTE:** Please spell out U.S. Department of Homeland Security; do not use the initials "USDHS" or "DHS."

**Notice to Those Making Payment by Check.** If you send us a check, it will be converted into an electronic funds transfer (EFT). This means we will copy your check and use the account information on it to electronically debit your account for the amount of the check. The debit from your account will usually take 24 hours, and will be shown on your regular account statement.

You will not receive your original check back. We will destroy your original check, but we will keep a copy of it. If the EFT cannot be processed for technical reasons, you authorize us to process the copy in place of your original check. If the EFT cannot be completed because of insufficient funds, we may try to make the transfer up to two times.

#### **How to Check If the Fees Are Correct.**

The form and biometric fees on this form are current as of the edition date appearing in the lower right corner of this page. However, because USCIS fees change periodically, you can verify if the fees are correct by following one of the steps below:

1. Visit our website at [www.uscis.gov](http://www.uscis.gov), select "Immigration Forms" check the appropriate fee;
2. Review the Fee Schedule included in your form package, if you called us to request the form; or
3. Telephone our National Customer Service Center at **1-800-375-5283** and ask for the fee information.

**NOTE:** Because Form I-918 requires payment of a biometric service fee for USCIS to take your fingerprints, photograph or signature, you can use the same procedure to obtain the correct biometric services fee.

#### **Biometric Services Fee Waiver Request.**

If you are unable to pay the biometric services fee, you may submit a written request for a waiver of this fee.

USCIS will use the Poverty Guidelines published annually by the Department of Health and Human Services as the basic criteria in determining your eligibility for such a waiver.

The Poverty Guidelines will be used as a guide, but not as a conclusive standard, in adjudicating a fee waiver request.

#### **Address Changes.**

If you change your address and you have an application or petition pending with USCIS, you may change your address on-line at [www.uscis.gov](http://www.uscis.gov), click on "Change your address with USCIS" and follow the prompts or by completing and mailing Form AR-11, Alien's Change of Address Card, to:

**U.S. Citizenship and Immigration Services  
Change of Address  
P.O. Box 7134  
London, KY 40742-7134**

For commercial overnight or fast freight services only, mail to:

**U.S. Citizenship and Immigration Services  
Change of Address  
1084-I South Laurel Road  
London, KY 40744**

#### **Processing Information.**

**Any Form I-918 that is not signed will be rejected with a notice that the Form I-918 is deficient.** You may correct the deficiency and resubmit the Form I-918. A petition is not considered properly filed until accepted by USCIS.

**Initial processing.** Once a Form Form I-918 has been accepted, it will be checked for completeness, including submission of the required initial evidence. If you do not completely fill out the form, or file it without required initial evidence, you will not establish a basis for eligibility and we may deny your Form I-918.

**Requests for more information or interview.** We may request more information or evidence, or we may request that you appear at a USCIS office for an interview. We may also request that you submit the originals of any copy. We will return these originals when they are no longer required.

**Employment Authorization.** If your petition is approved, you will be employment authorized incident to status and USCIS will send you an Employment Authorization Document as evidence of that authorization.

Derivative family members are also employment authorized incident to status. If they wish to obtain an Employment Authorization Document as evidence of authorization, a Form I-765, Application for Employment Authorization Document, with appropriate fee, may be filed concurrently with the Form I-918 and Form I-918, Supplement A.

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Derivative family members living outside the United States are not eligible to receive employment authorization until they lawfully enter the United States. Do not file Form I-765 for a derivative family member who is outside the United States.

**Decision.** The decision on a Form I-918 involves a determination of whether you have established eligibility for the requested benefit. You will be notified of the decision in writing.

**Prohibition on Disclosure of Information.** Information concerning U nonimmigrant status petitioners is protected against disclosure. Adverse determination of admissibility or deportability cannot be made based on information obtained from the perpetrator of substantial physical or mental abuse and the criminal activity. The disclosure of information relating to a pending or approved petition for U nonimmigrant status is prohibited except in certain circumstances, such as to investigative agencies who have a reason to know based on a legitimate law enforcement purpose.

### USCIS Forms and Information.

To order USCIS forms, call our toll-free number at **1-800-870-3676**. You can also get USCIS forms and information on immigration laws, regulations and procedures by telephoning our National Customer Service Center at **1-800-375-5283** or visiting our internet website at **www.uscis.gov**.

As an alternative to waiting in line for assistance at your local USCIS office, you can now schedule an appointment through our internet-based system, **InfoPass**. To access the system, visit our website. Use the **InfoPass** appointment scheduler and follow the screen prompts to set up your appointment. **InfoPass** generates an electronic appointment notice that appears on the screen.

### Penalties.

If you knowingly and willfully falsify or conceal a material fact or submit a false document with this Form I-918, we will deny the Form I-918 and may deny any other immigration benefit.

In addition, you will face severe penalties provided by law and may be subject to criminal prosecution.

### Privacy Act Notice.

We ask for the information on this form, and associated evidence, to determine if you have established eligibility for the immigration benefit for which you are filing. Our legal right to ask for this information can be found in the Immigration and Nationality Act, as amended. We may provide this information to other government agencies. Failure to provide this information, and any requested evidence, may delay a final decision or result in denial of your Form I-918.

### Paperwork Reduction Act.

An agency may not conduct or sponsor an information collection and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The public reporting burden for this collection of information is estimated at five hours per response, including the time for reviewing instructions, completing and submitting the form. In addition, the estimated average time to complete and file Supplement A of this petition is one hour, 30 minutes per response. Finally, the estimated average time to complete and file Supplement B of this petition is 1 hour per response. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Citizenship and Immigration Services, Regulatory Management Division, 111 Massachusetts Avenue, N.W., 3rd Floor, Suite 3008, Washington, DC 20529. OMB No. 1615-0104. **Do not mail your petition to this address.**