GOES Processing

The Global Online Enrollment System (GOES) is used to complete and submit Trusted Traveler (Into Canada via land, air or sea; Into the United States across the land border from Mexico or Canada; Into the United States using kiosks in the International Airports; and, Into the Netherlands) and Free and Secure Trade (US/Mexico FAST and US/Canada FAST) applications online, and to submit fee payments and schedule Enrollment Center appointments.

Canadian citizen/residents only apply for Into Canada via land, air or sea. However, if that application is approved, they are automatically enrolled in the Into the United States using kiosks in the International Airports and Into the United States across the land border from Canada or Mexico programs.

This presentation highlights the step-by-step process of:

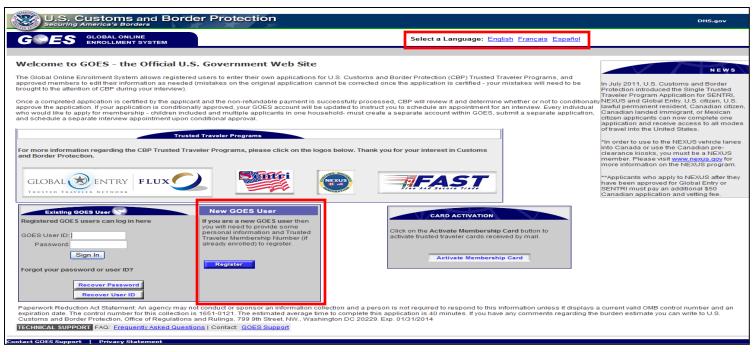
- Registering as a new GOES user
- Completing and submitting Trusted Traveler applications
- Paying enrollment fees
- Scheduling Enrollment Center appointments
- Enrolling in additional Trusted Traveler programs

Information Required for Processing

- Five years of address history.
- Five years of employment history including company names, addresses and telephone numbers.
- Any criminal history records including approved for rehabilitation information for Canadian residents.
- Any documents that will be used for admissibility into the United States (and into Canada if applying for the **Into Canada via land, air or sea** program (NEXUS).
- If applying for Into the United States using kiosks in the International Airports program you must have a current passport.
- Driver's license information including number, state or province and date of issue and date of expiration, if applying for Into the United States across the land border from Canada or Mexico or Into Canada via land, air or sea programs.
- Vehicle registration number if applying for Into the United States across the land border from Canada or Mexico program (SENTRI).
- Residents of the United Kingdom applying for Into the United States using kiosks at International Airports program must enter a Promotional Code and Police Certificate Number during the application process. The Police Certificate is provided by the Association of Chief Police Officers Criminal Records Office (ACRO). The certificate number is located at the top left of the document.
- Citizen/Residents of Mexico applying for Into the United States using kiosks at International Airports program must enter their RFC (Registro Federal de Contribuyentes) and CURP (clave única de registro de población, individual number for population respiral pluring the application process.

Registering as a New GOES User

Welcome to GOES page



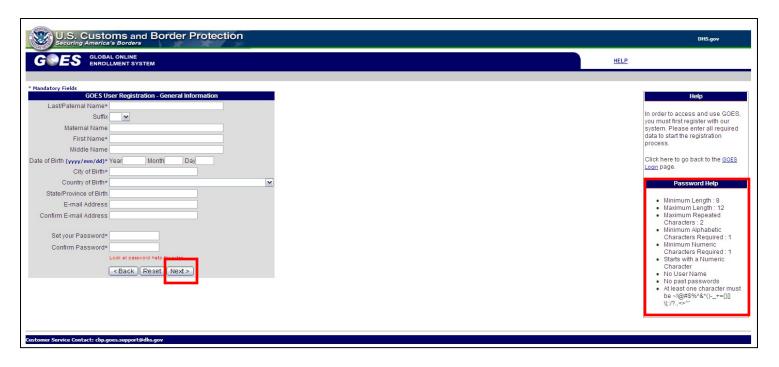
- Type <a href="https://ippes-agap.chp.d/ht
- Select the <appropriate hyperlink> at the top of the page to register in English, French or Spanish as a new GOES user
- Select the Register button. The Warning page displays

Warning page



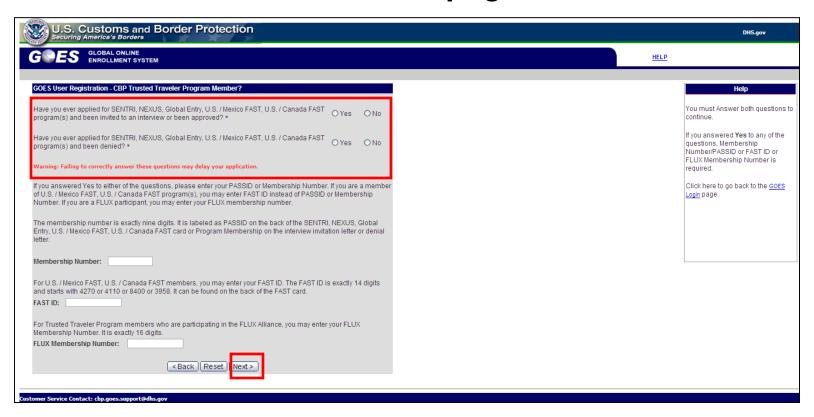
Select Next. The User Registration – General Information page displays.

<u>User Registration – General Information page</u>



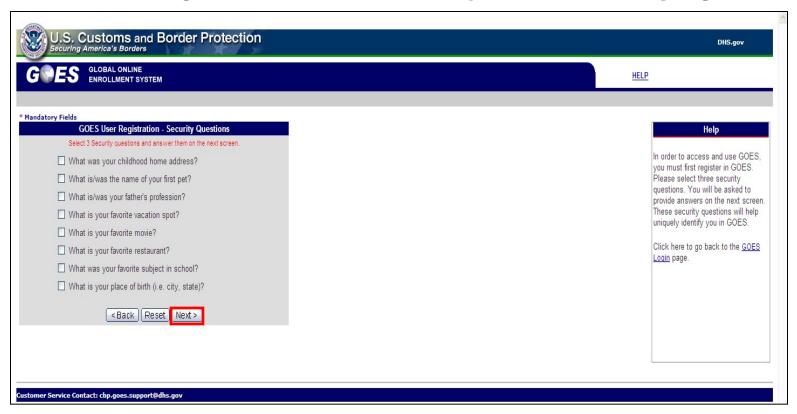
- Type <*your information*> in each field.
- Create your < password> and confirm your password. (NOTE: Password rules are listed to the right.)
- Select Next. The User Registration CBP Trusted Traveler Program Member page displays.

<u>User Registration – CBP Trusted Traveler Program</u> <u>Member? page</u>



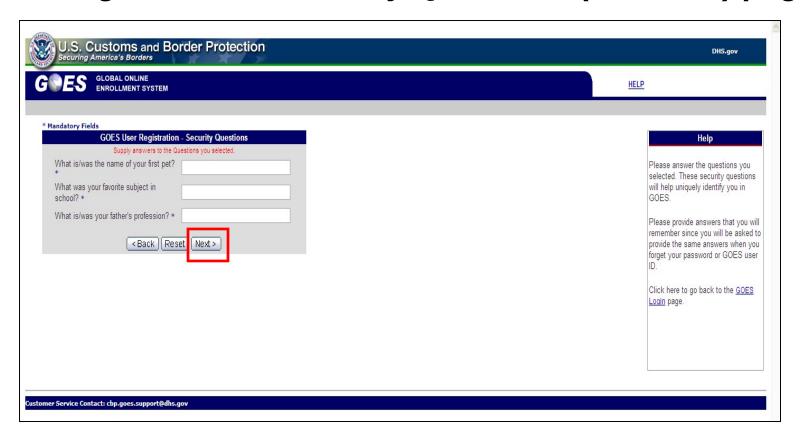
- Answer the two questions. If you answer Yes to either question, you must provide a Membership Number or FAST ID in the field provided.
- Select Next. The User Registration Security Questions page displays.

<u>User Registration – Security Questions page</u>



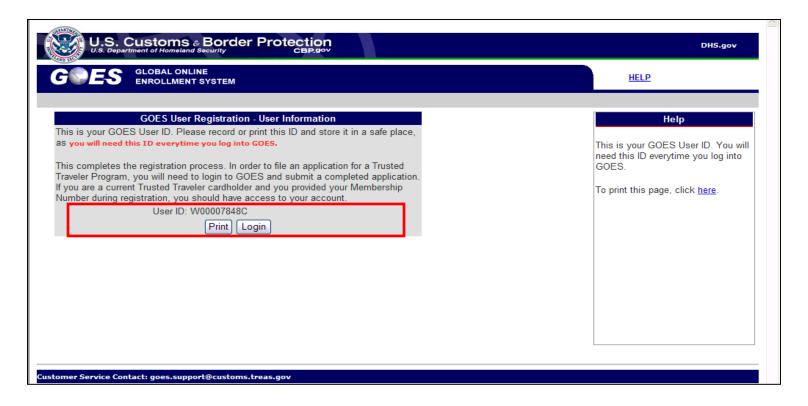
- Choose three questions to uniquely identify yourself with the system.
- Select Next. The User Registration Security Questions (Answers) page displays.

<u>User Registration – Security Questions (Answers) page</u>



- Type <the answers> to the three questions chosen on the previous page.
- Select Next. The User Registration User Information page displays.

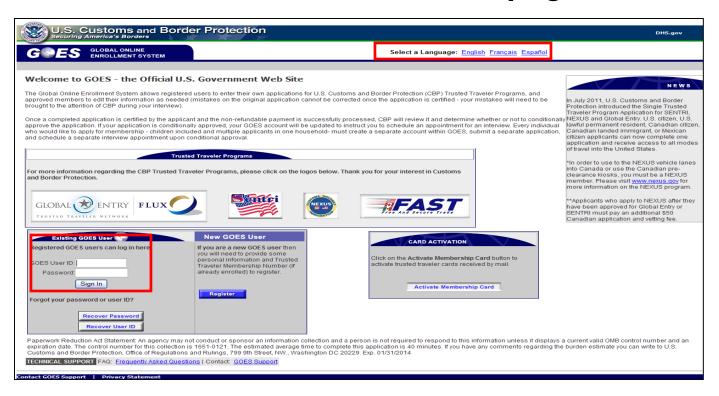
<u>User Registration – User Information page</u>



- Your GOES User ID displays on the page. To print this page for your records, select Print or select Login to start the application process.
- If an email address was entered on the User Registration General Information page, an email message containing your User ID was sent to the account provided.

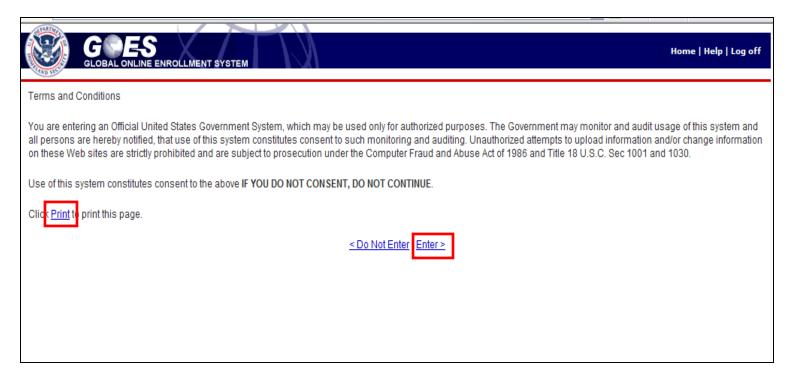
Online Completion and Submission of Trusted Traveler Applications

Welcome to GOES page



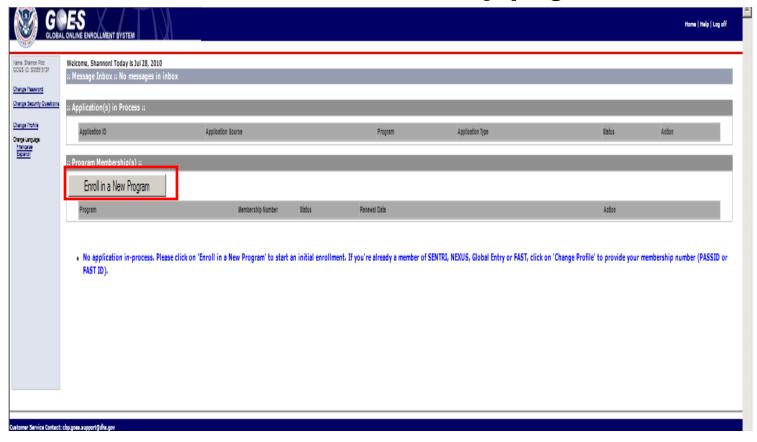
- Type your <*User ID*> and <*Password*>.
- Select the Sign In button. The Terms and Conditions page displays.

Terms and Conditions page



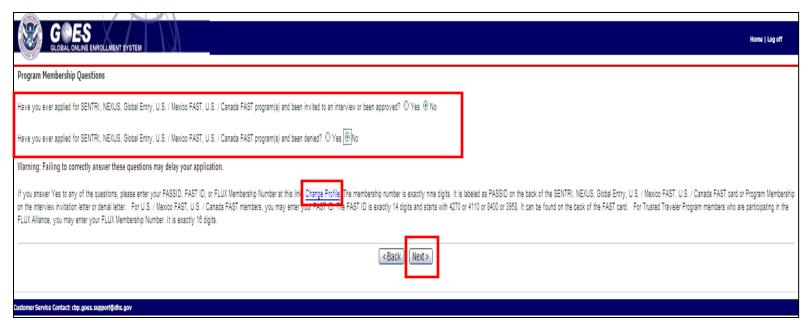
- You can print the Terms and Conditions page by selecting the <u>Print</u> hyperlink.
- Select <u>Enter</u> hyperlink if you consent to the message displayed. The **Account** Summary page displays.

Account Summary page



 Select Enroll in a New Program to begin the application process. The Program Membership Questions page displays.

Program Membership Questions page



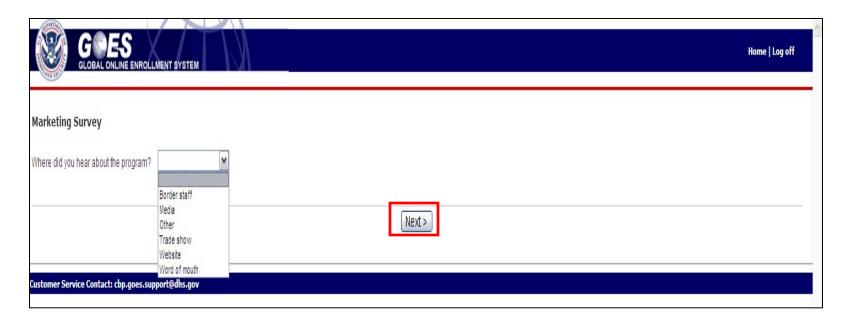
- Answer the two questions listed. If you answer Yes to either of the questions, you will have to provide your previous PASS ID, FAST ID or FLUX Membership number using the <u>Change Profile</u> hyperlink provided.
 (NOTE: If you previously made application for a Trusted Traveler program in writing and received a notice of <u>Conditional Approval</u> in writing, it is essential that you enter your PASSID, FAST ID or FLUX Membership number using the <u>Change Profile</u> hyperlink so that you can schedule an interview and avoid additional fees).
- Answering No to both questions adds a Next button.
- Select Next. The CBP Trusted Traveler Program page displays.

CBP Trusted Traveler Program List page



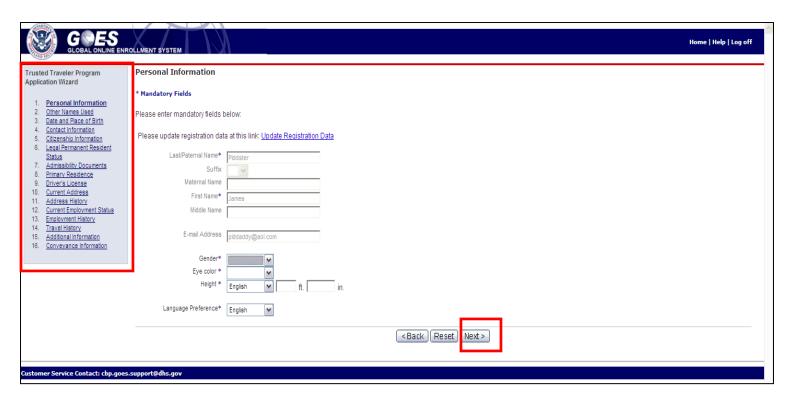
- If you select the Start Application for Trusted Traveler Program click here hyperlink, you may apply for any, or all Trusted Traveler privileges from the Into the United States using kiosks at international airports, Into the United States across the land border from Canada and Mexico, Into Canada via land, air or sea, and Into the Netherlands programs, depending on your eligibility.
- Select the **Start Application for Trusted Traveler Program** click here hyperlink, the **Marketing Survey** page displays.

Marketing Survey page



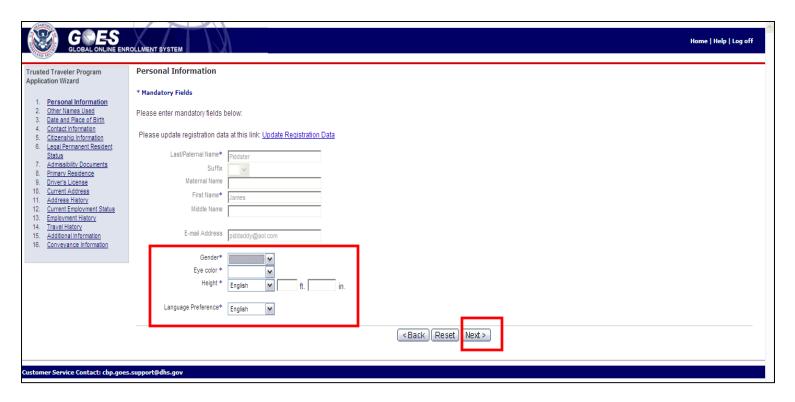
- Answer the question by selecting from the drop-down menu where you heard about this program.
- Select Next. The Application Wizard: Personal Information page displays.

<u>Personal Information < Application Wizard > page</u>



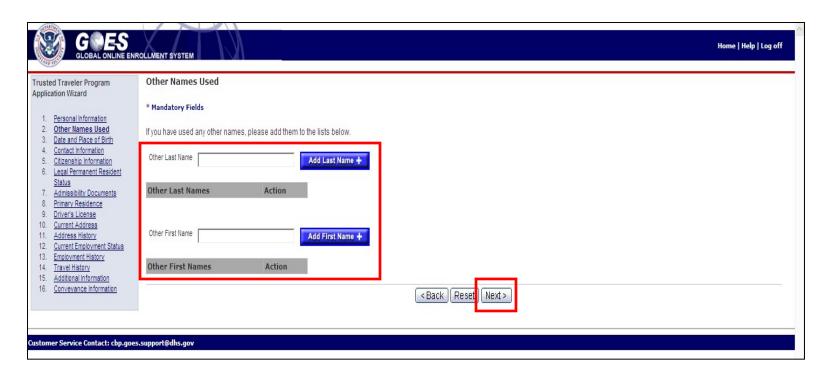
- There are two ways to navigate through the application process:
 - Select the section from the Application Wizard on the left side of the page; or
 - Select Next at the bottom of each page.
- The name of the section selected using either method is displayed at the top of the page.

Personal Information page



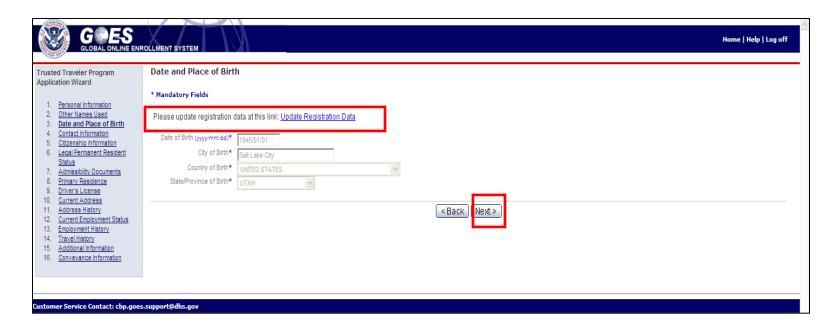
- Enter your < Gender>, < Eye Color>, < Height>, and < Language Preference> using the drop-down menus and fields available. (NOTE: Select the Update Registration Data hyperlink if any other biographic data needs to be updated on this page.)
- Select Next. The Other Names Used page displays.

Other Names Used page



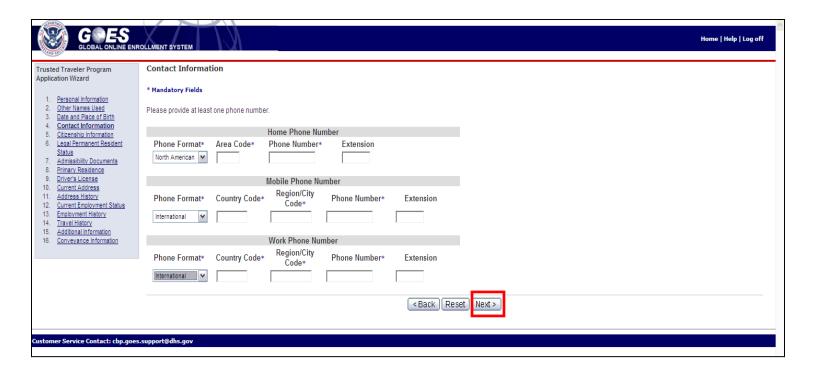
- Add other names used by typing <alternate first and last names> in the available fields and selecting the Add Last Name + or Add First Name + buttons, if applicable.
- Select Next. The Date and Place of Birth page displays.

Date and Place of Birth page



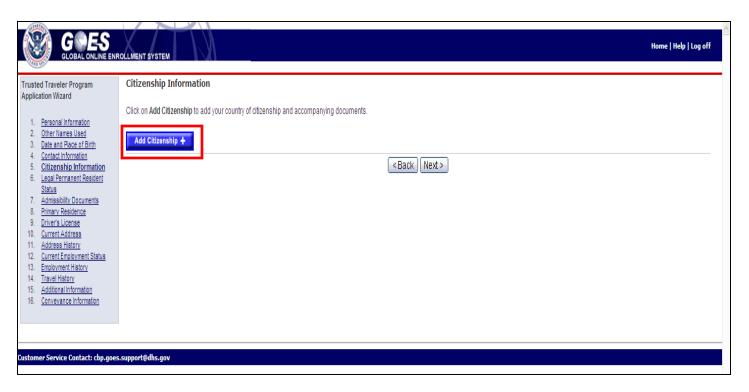
- The data displayed on this page is taken from the registration data entered earlier in the process.
- Select the <u>Update Registration Data</u> hyperlink to change this information, if necessary.
- Select Next. The Contact Information page displays.

Contact Information page



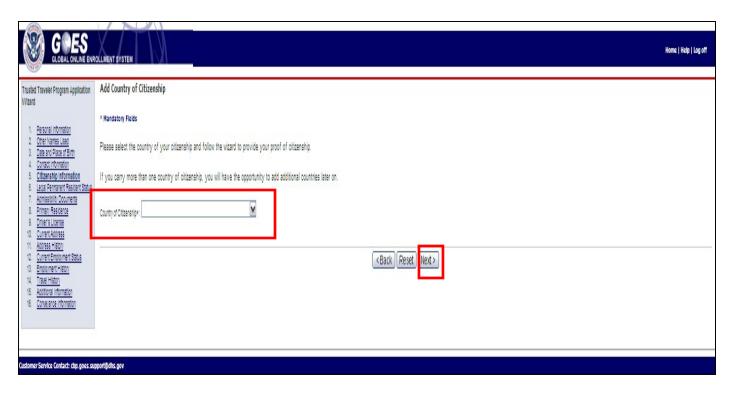
- Enter < phone contact information > on this page using the drop-down menus and fields provided. The drop-down allows you to select between North American and International phone number conventions.
- At least one phone number is required.
- Select Next. The Citizenship Information page displays.

Citizenship Information page



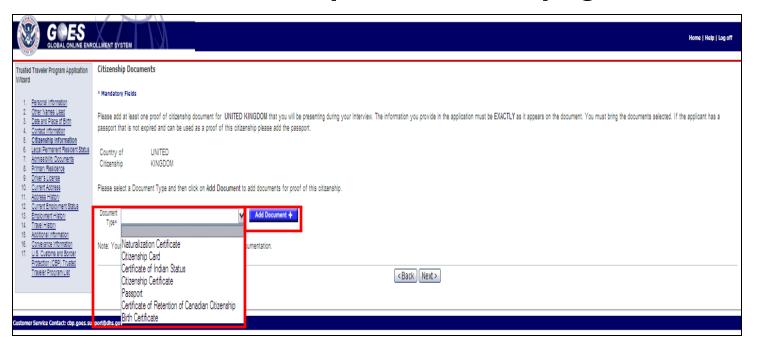
• Select the **Add Citizenship** + button. The **Add Country of Citizenship** page displays.

Add Country of Citizenship page



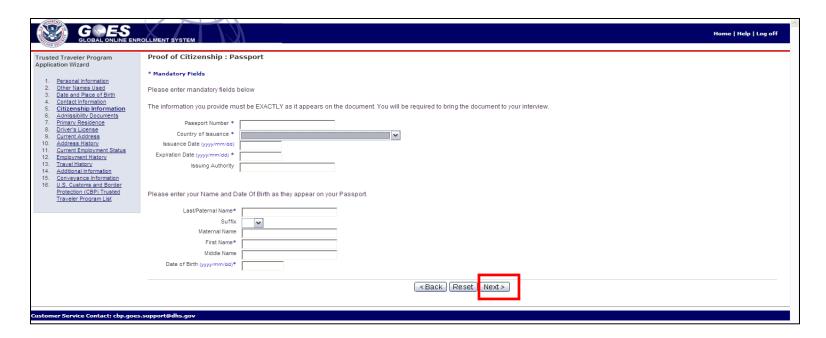
- Select your **<Country of Citizenship>** from the drop-down menu.
- Select Next. The Citizenship Documents page displays.

Citizenship Documents page



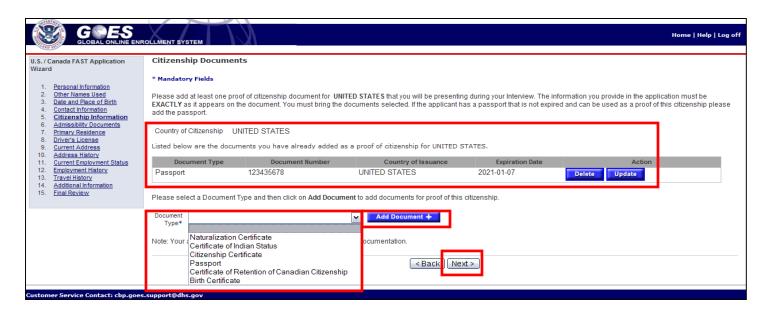
- Select the <Document Type> from the drop-down menu that you will use for proof of citizenship during your Enrollment Center interview.
- Select the Add Document + button to add the information for the document type selected. The appropriate Proof of Citizenship page displays for the document type selected.

Proof of Citizenship <document(s) selected> page



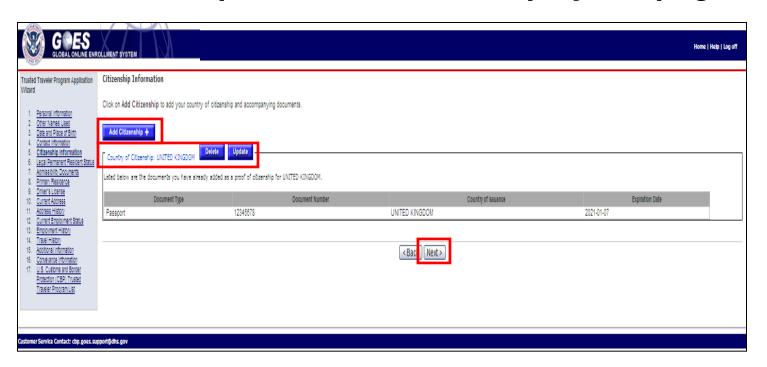
- Complete the data fields on the page with information exactly as it appears on the
 document referenced. The Proof of Citizenship: Passport page is shown for
 purposes of illustration. If you have selected a different document type from the
 Document Type drop-down menu on the Citizenship Documents page, then that
 document type page will appear here.
- Select Next. The Citizenship Documents (expanded) page displays.

Citizenship Documents (expanded) page



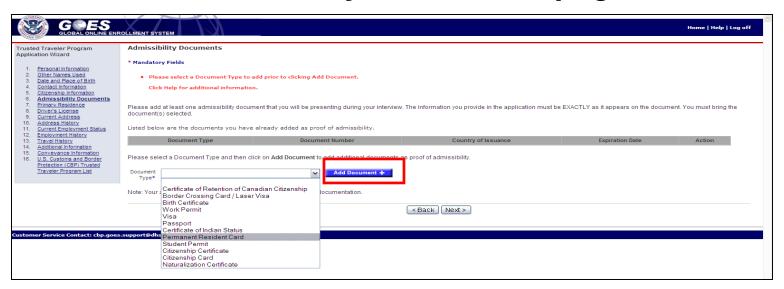
- Documents that you have already added appear on this list. The documents can be updated and deleted from this page.
- If you have no other citizenship documents to add to the document already displayed, select **Next**. The **Citizenship Information** page redisplays showing the information you entered.
- To add another document select a < document type > from the drop-down menu and select
 Add Document +. The Proof of Citizenship page specific to the document type selected will display again for data input.

<u>Citizenship Information < redisplayed > page</u>



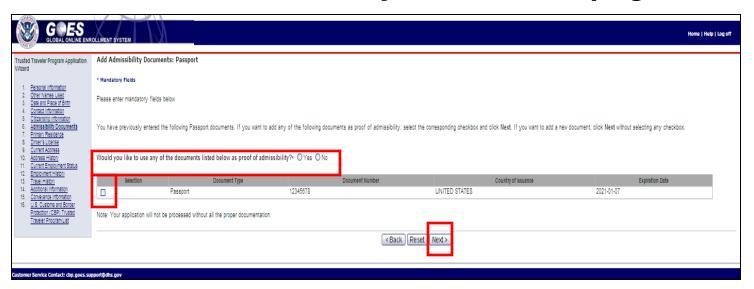
- Select Add Citizenship + to add another country of citizenship, if applicable.
- Select **Update** or **Delete** to update or delete the country from your citizenship list or to add, update or delete **Proof of Citizenship** for the country displayed, if applicable.
- Select **Next**. The **Admissibility Documents** page displays (page 29) if you are a citizen of the United States. Otherwise, the **Legal Permanent Resident Status** page displays (page 33).

Admissibility Documents page



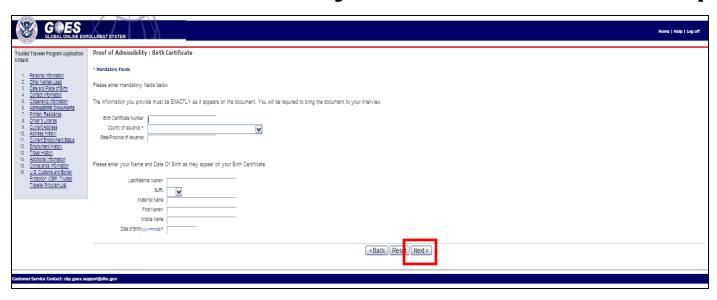
- Applicants who are not citizens of the United States should proceed to page 33 for further instructions. U.S. citizens select the <document type> from the drop-down menu that you will use for proof of admissibility.
- If you select the document type that you entered previously as **Proof of Citizenship** and select the **Add Document +** button, the **Add Admissibility Documents** page displays (page 30).
- If you select a document type that is different from the type you entered previously as Proof of Citizenship and select the Add Document + button, the Proof of Admissibility <document selected> page displays (page 31).

Add Admissibility Documents page



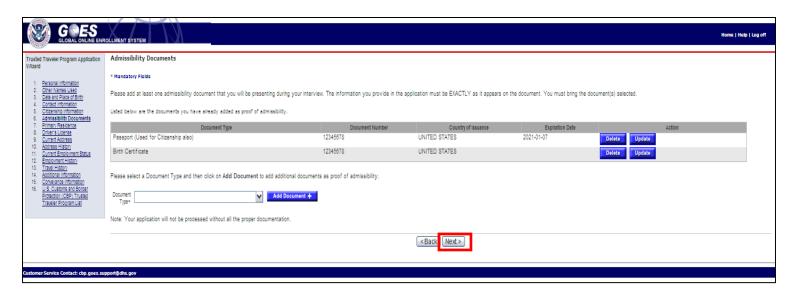
- Answer the question, Would you like to use any of the documents listed below as proof of admissibility? by selecting the radio button to the left of Yes or No.
- If you select No, then select Next. The Proof of Admissibility page displays (page 31).
- If you select **Yes** then select the box to the left of the document you wish to use as proof of admissibility. (**NOTE**: rather than selecting **Yes** you may simply select the box next to the document you wish to use and the **Yes** radio button will be automatically selected).
- Select Next. The Admissibility Documents (expanded) page displays (page 32).

Proof of Admissibility < document selected > page



- Complete the information in the required fields denoted by an asterisk (*) with information exactly as it appears on the document referenced.
- Select Next. The Admissibility Document (expanded) page displays.

Admissibility Documents (expanded) page



- Select additional documents you wish to use as proof of admissibility from the Document Type* drop-down list and then select Add Document +. The Proof of Admissibility <document selected> page displays (see previous page).
- If you only wish to use the documents displayed, select **Next.** The **Primary Residence** page displays.
- At this point, citizens of the United States should proceed to page 40 for further instructions.

Legal Permanent Resident Status page



- If you input your citizenship as other than the United States, the Application Wizard expands to include a page asking whether you are a resident of the United States or Canada. If neither, select the radio button next to None. (NOTE: If you are not a citizen or legal permanent resident of the United States or Canada then you cannot apply for Into Canada via land, air or sea program (NEXUS). A different page displays for Canadian citizens asking if they are permanent residents of the United States (page 34).
- If you select the United States or Canada, select Next. The appropriate Proof of Permanent Resident Status page displays (page 35).
- If you select **None**, select **Next.** The **Admissibility Documents** page displays (page 36).

<u>Legal Permanent Resident Status < Canadian</u> <u>citizen/resident> page</u>



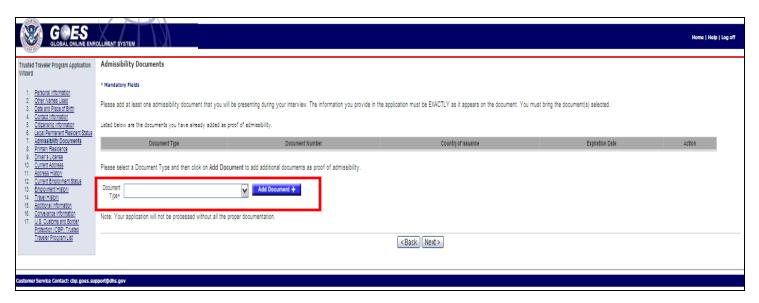
- Canadian, citizen/residents select the radio button to the left of Yes or No to answer the question Is the applicant a legal permanent resident of the United States?*
- If you select Yes, select Next. The Proof of Permanent Resident Status page displays (page 35).
- If you select **No**, select **Next.** The **Admissibility Documents** page displays (page 36).

Proof of Permanent Resident Status page



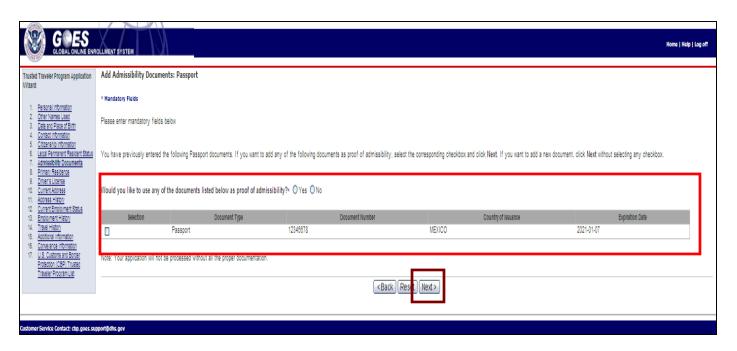
- Complete the data fields on the page with information exactly as it appears on the document referenced.
- Select Next. The Admissibility Documents page displays.

Admissibility Documents page



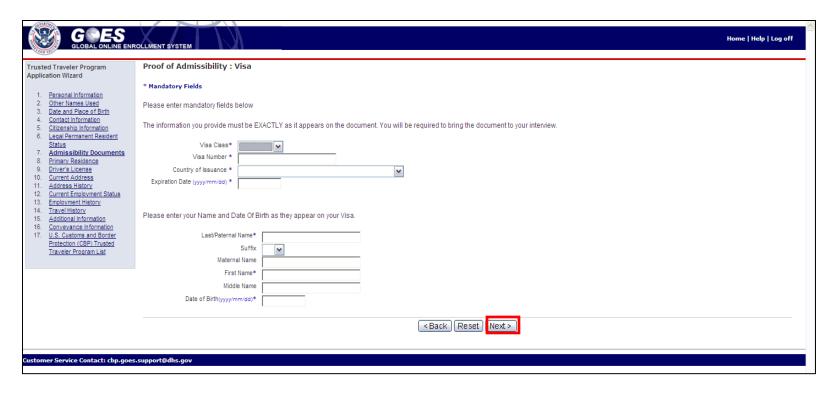
- Select the document type from the drop down and list.
- If you select the document type that you entered previously as **Proof of Legal Permanent Resident Status** and select **Add Document +**, the **Add Admissibility Documents** page displays (page 37).
- If you select a document type that is different from the type you entered previously as
 Proof of Legal Permanent Resident Status and select Add Document +, the Proof
 of Admissibility <document type> page specific to the document type selected
 displays (page 38).

Add Admissibility Documents page



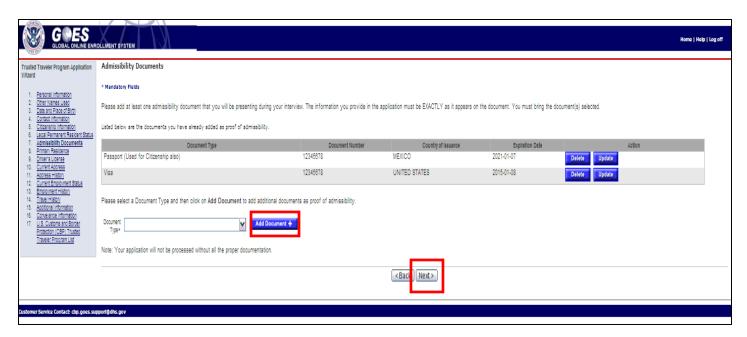
- Answer the question, Would you like to use any of the documents listed below as proof of admissibility? by selecting the radio button to the left of Yes or No.
- If you select Yes then select the box to the left of the document you wish to use as proof
 of admissibility. (NOTE: rather than selecting Yes you may simply select the box next to
 the document you wish to use and the Yes radio button will be automatically selected).
- Select Next. The Admissibility Documents (expanded) page displays (page 39).

Proof Of Admissibility < document type> page



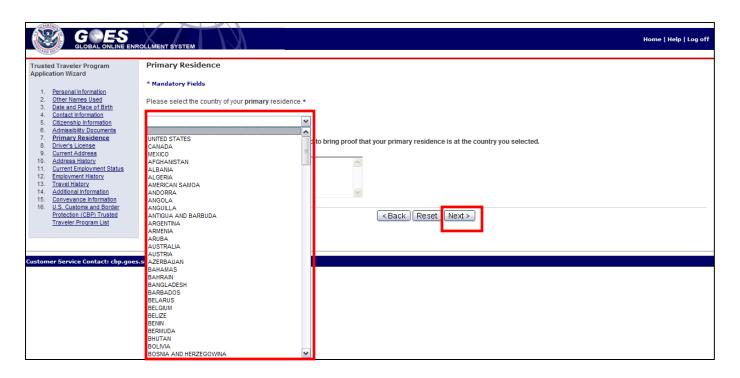
- Enter all required information for the document type you selected as proof of admissibility. (**NOTE:** you must fill in the information on this page exactly as it appears on your document).
- Select Next. The Admissibility Documents (expanded) page displays (page 39).

<u>Admissibility Documents (expanded) page</u>



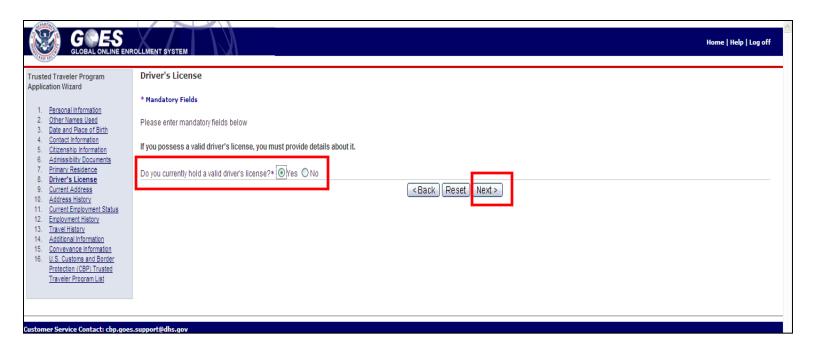
- The admissibility document(s) display with the information entered from the previous pages.
- Select Add Document + button if you wish to add another document as your proof of admissibility. The Proof of Admissibility page displays (see previous page).
- If you don't wish to add additional documents, select Next. The Primary Residence page displays.

Primary Residence page



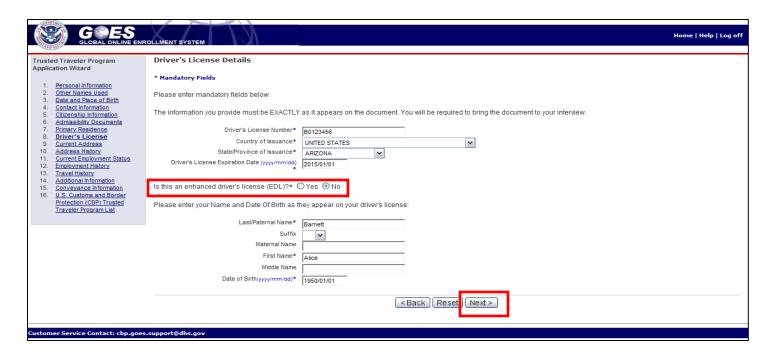
- Select the country in which you reside for the majority of the time from the drop-down menu.
- Select Next. The Driver's License page displays.

Driver's License page



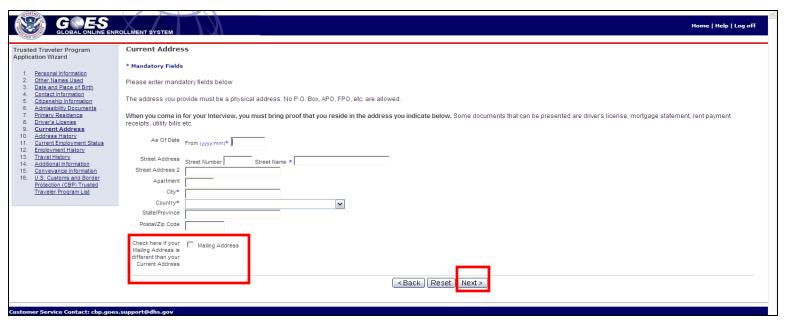
- Answer Yes or No to the question Do you currently hold a valid driver's license? (Displayed only if the applicant is 14 or older.)
- Select Next.
- If you answer **Yes**, the **Driver's License Details** page displays (page 42).
- If you answer **No**, the **Current Address** page displays (page 43).

Driver's License Details page



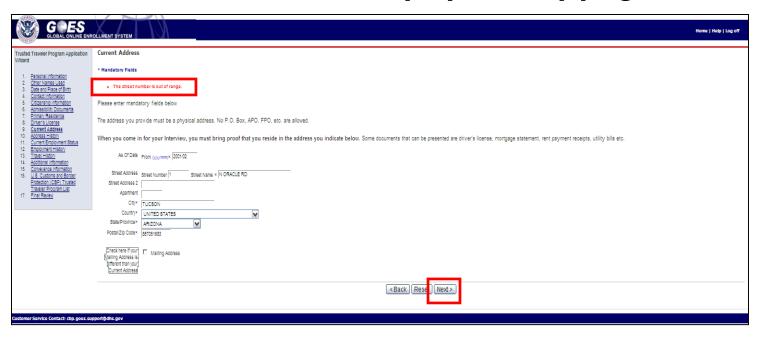
- If you chose Yes as holding a valid driver's license, you must enter your < license information > on this page.
- If you choose the United States or Canada as **Country of Issuance**, then you must Answer **Yes** or **No** regarding whether or not your driver's license is an Enhanced Driver's License.
- Select Next. The Current Address page displays.

Current Address page



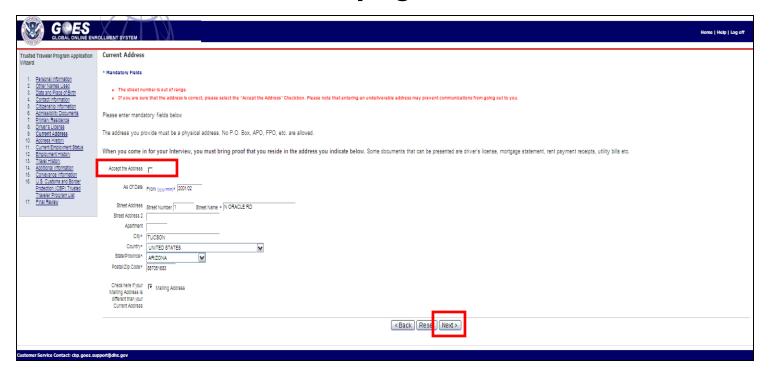
- Complete your <*current address information*> on this page. If your mailing address is different from your current address select the check-box at the bottom of the page. (**NOTE**: P.O. boxes cannot be used).
- Select Next.
 - If the address you entered is not validated the Current Address page will redisplay with a message, This street number is out of range (page 44).
 - If Mailing Address check-box is selected, the Mailing Address page displays (page 46).
 - If Mailing Address check-box is not selected, the Address History page displays (page 47).

Current Address (expanded) page



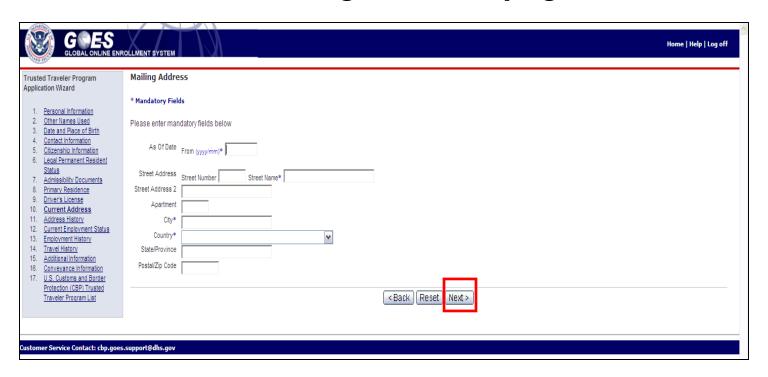
- The address you enter is validated using an address validation service. If the address
 you entered is not validated by that service you will receive a message, * The street
 number is out of range.
- If the address entered is in error make the necessary changes and select Next. The Address History page displays (page 47).
- If the address you previously entered is correct, select **Next** without making changes. The **Current Address** page will redisplay with further instructions (page 45).

<u>Current Address (expanded) <Accept the Address></u> page



- If the address you initially entered is correct but is not validated by the address validation service, you must select the **Accept the Address** box.
- Select Next. The Address History page displays (page 47).

Mailing Address page



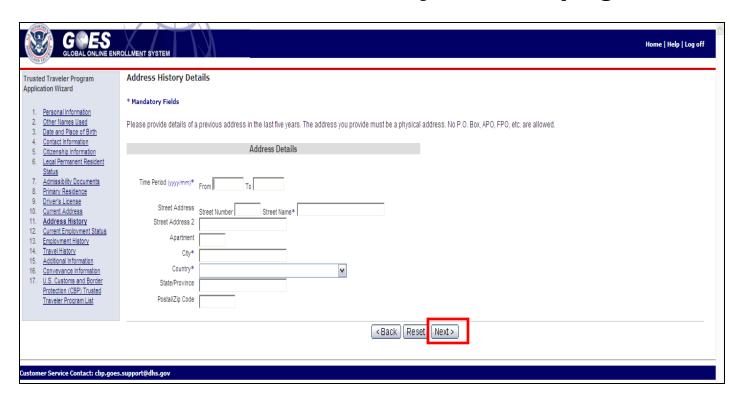
- Complete your < mailing address information > on this page.
- Select Next. The Address History page displays.

Address History page



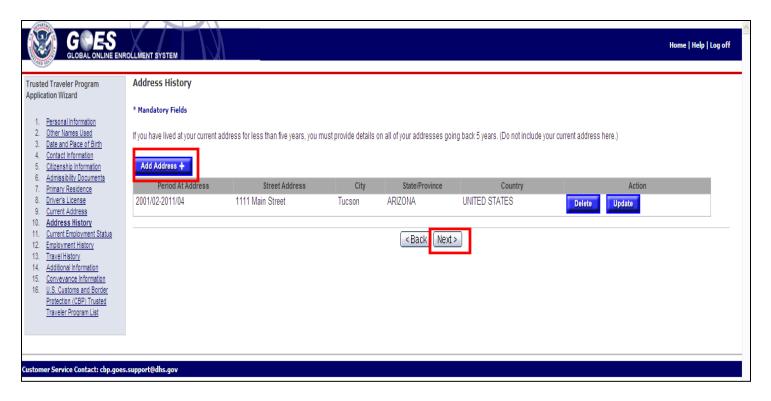
- If you have lived at your current address for less than five years, you must add previous address information on this page until a total of five years of address history is recorded.
- Select Add Address +. The Address History Details page displays (page 48) to allow you to add additional addresses until 5 years of address history is complete. (NOTE: P.O. boxes cannot be used).
- Select Next. The Current Employment Status page displays (page 50).

Address History Details page



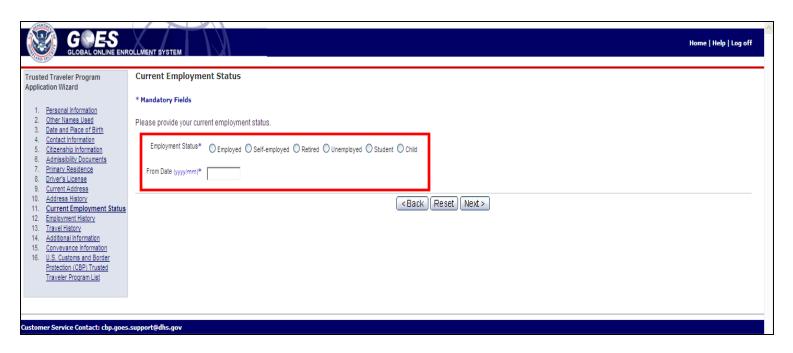
- Populate your < address history information > on this page.
- Select Next. The Address History (expanded) page displays showing the history of each address added.

<u>Address History (expanded) page</u>



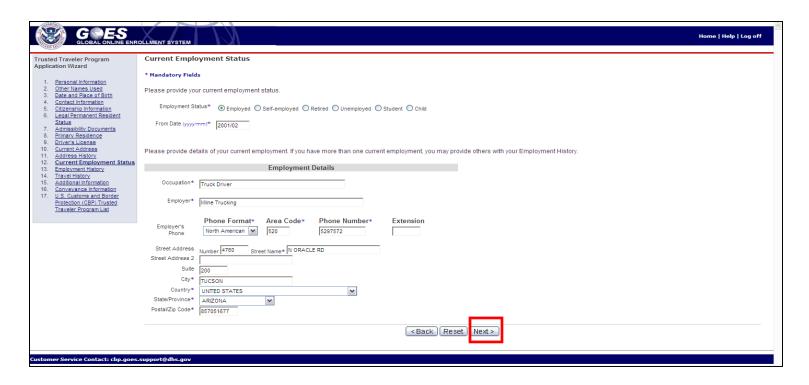
- The page shows the address information that has been input.
- Select Add Address + if you need to add additional addresses to complete the five year address history requirement.
- Select Next. The Current Employment Status page displays.

Current Employment Status page



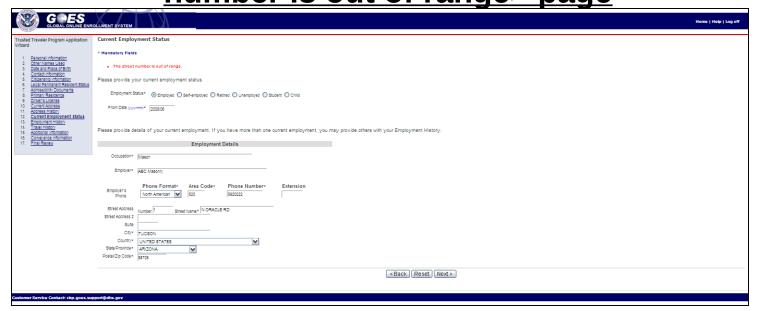
- Select your < current employment status > from the available radio buttons.
- If you select **Employed** or **Self-employed**, the **Current Employment Status** page expands (page 51).
- If you select any other employment status, the **Employment History** page displays (page 52).

Current Employment Status (expanded) page



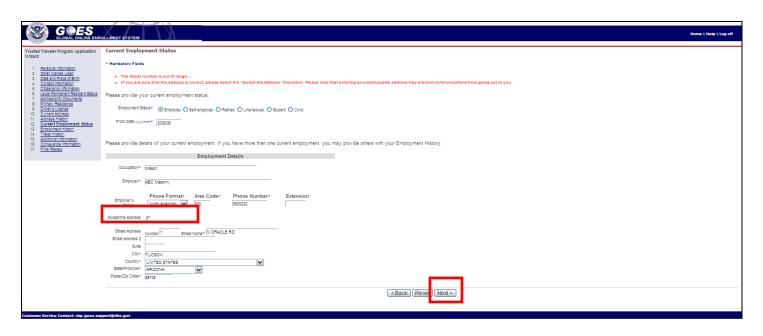
- Complete your <*current employment details*> and select Next.
- An address validation is performed on your employer's address. If the address you entered is validated, the **Employment History** page displays (page 54). If the address is not validated the **Current Employment Status** page will redisplay with a message, This street number is out of range (page 52).

<u>Current Employment Status (expanded) <This street</u> <u>number is out of range> page</u>



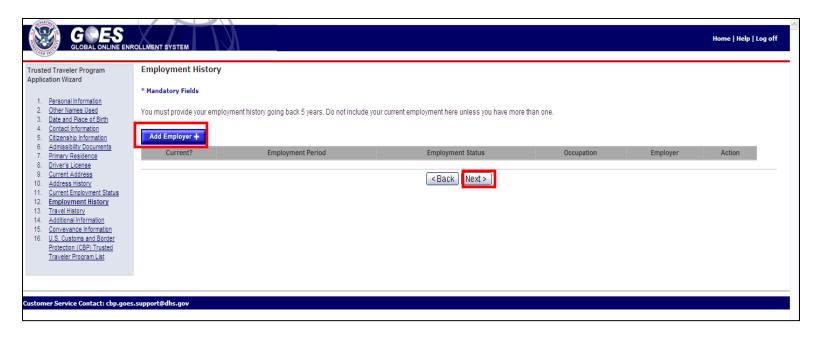
- The address you enter is validated using an address validation service. If the address
 you entered is not validated by that service you will receive a message, * The street
 number is out of range.
- If the address entered is in error make the necessary changes and select **Next**. The **Employment History** page displays (page 54).
- If the address you previously entered is correct, select **Next** without making changes. The **Current Employment Status** page will redisplay with further instructions (page 53).

<u>Current Employment Status (expanded) <Accept the</u> <u>Address> page</u>



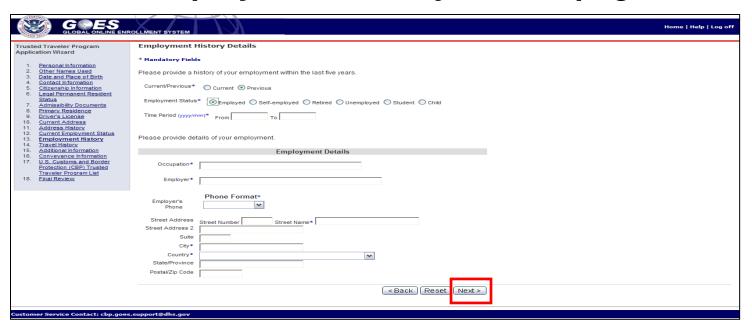
- If the address you initially entered is correct but is not validated by the address validation service, you must select the **Accept the Address** box.
- Select Next. The Employment History page displays (page 54).

Employment History page



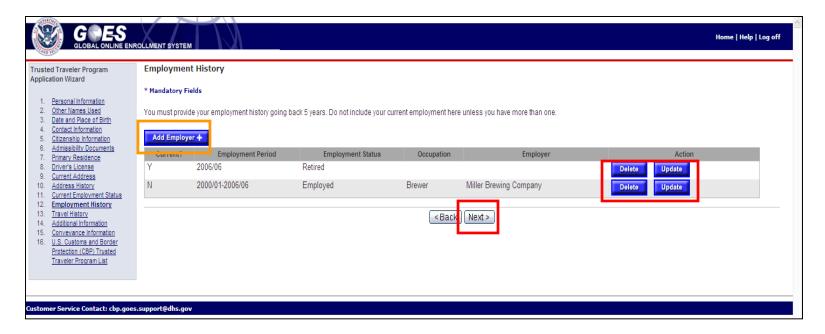
- If you have been employed at your current job for less than five years, you must add previous employment information on this page until a total of five years of employment history is recorded.
- To add employment history, select Add Employer +. The Employment History Details page displays (page 55).
- If you have been employed at your current job or have not been employed for five or more years, select Next. The Travel History page displays (page 57).

Employment History Details page



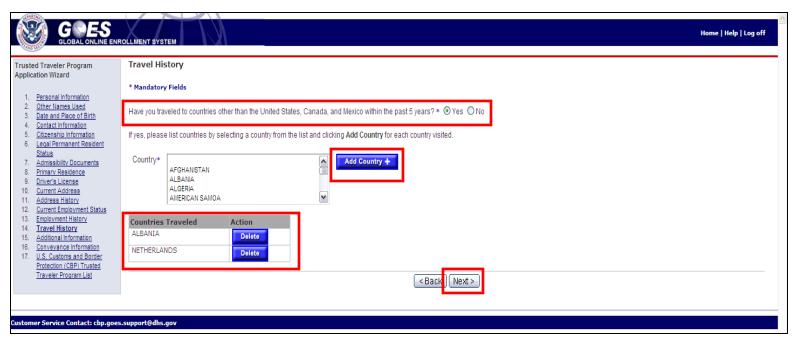
- If you have been employed at your current job for less than five years, you must add previous employment information on this page until a total of five years of employment history is recorded.
- Select Next. The Employment History (expanded) page displays showing each employer you have added.

Employment History (expanded) page



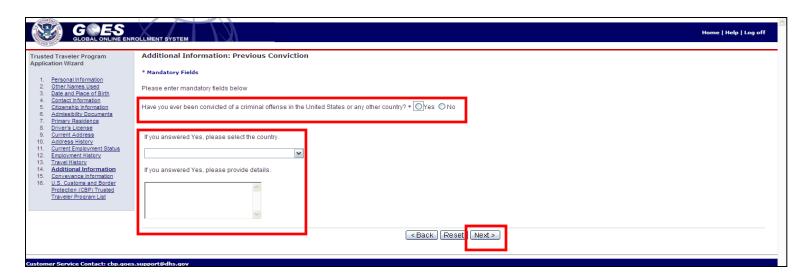
- Select **Add Employer +** and enter your <**employment history**> for each applicable job.
- You may **Delete** or **Update** the displayed employment history by selecting the appropriate button.
- Select Next. The Travel History page displays.

Travel History page



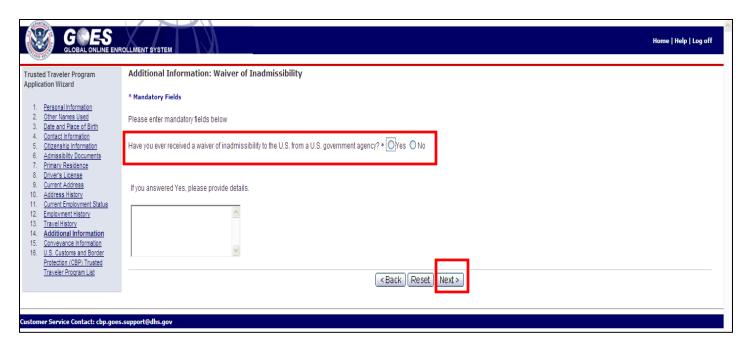
- Answer Yes or No to the question, Have you traveled to countries other than the United States, Canada, and Mexico within the past 5 years?
- If you choose **Yes**, select the **<appropriate country>** and click **Add Country +** for each applicable country. Each country selected appears in the **Countries Traveled Action** box. (**TIP**: Hold CTRL and click to select multiple countries at once).
- Select **Next**. The **Additional Information: Previous Conviction** page displays for residents of countries other than Canada (page 58), the **Additional Information: Offense Not Pardoned** page displays (page 62) for residents of Canada.

Additional Information: Previous Conviction page



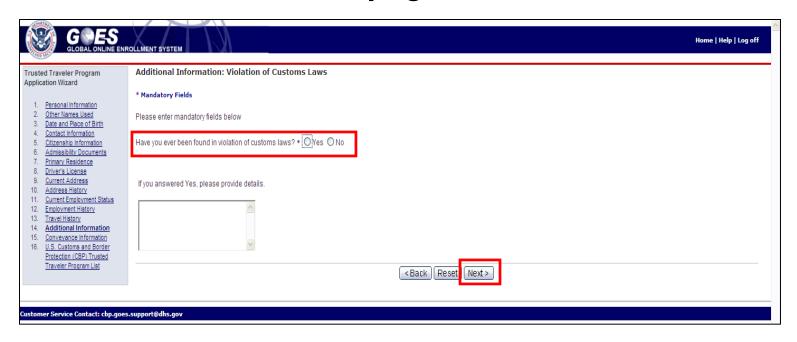
- This page displays for residents of countries other than Canada. Canadian residents should proceed to page 62 for further information on how to proceed.
- Answer Yes or No to the question, Have you ever been convicted of a criminal offense in the United States or any other country?
- If you choose **Yes**, select the country from the drop-down list and then provide details in the text box.
- Select Next. The Additional Information: Waiver of Inadmissibility page displays.

<u>Additional Information: Waiver of Inadmissibility page</u>



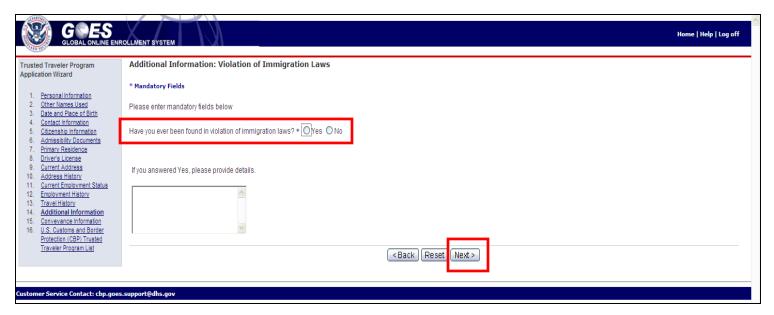
- Answer Yes or No to the question, Have you ever received a waiver of inadmissibility to the U.S. from a U.S. government agency?
- If you answer **Yes**, provide details in the text box.
- Select Next. The Additional Information: Violation of Customs Laws page displays.

Additional Information: Violation of Customs Laws page



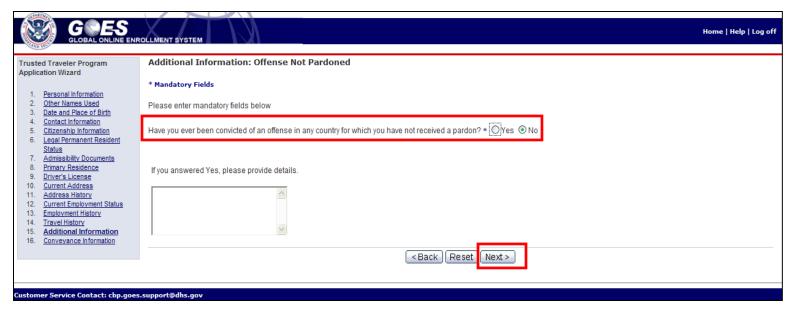
- Answer Yes or No to the question, Have you ever been found in violation of customs laws?
- If you answer **Yes**, provide details in the text box.
- Select Next. The Additional Information: Violation of Immigration Laws page displays.

Additional Information: Violation of Immigration Laws page



- Answer Yes or No to the question, Have you ever been found in violation of immigration laws?
- If you answer Yes, provide details in the text box.
- Select Next. The Conveyance Information page displays.
- At this point, residents of countries other than Canada should proceed to page 66 for further information.

Additional Information: Offense Not Pardoned page

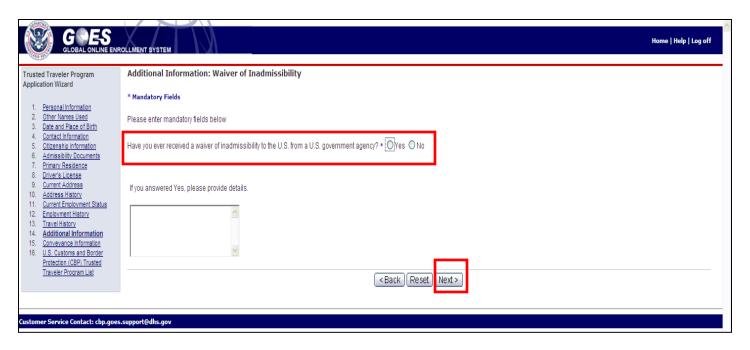


- This page is displayed after the Travel History page, if your primary residence is in Canada.
- Answer Yes or No to the question, Have you ever been convicted of an offense in any country from which you have not received a pardon?
- If you answer Yes, provide details in the text box.

on

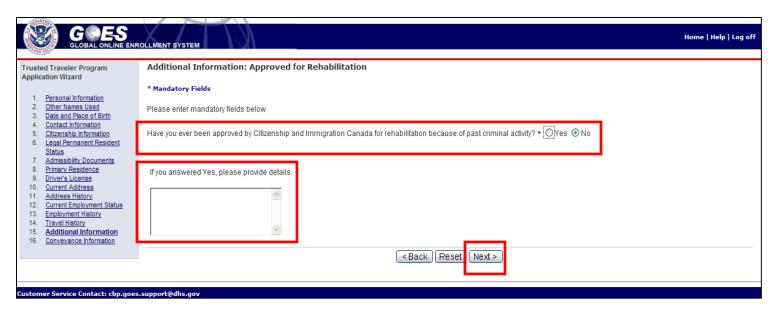
Select Next. The Additional Information: Waiver of Inadmissibility page displays.

<u>Additional Information: Waiver of Inadmissibility page</u>



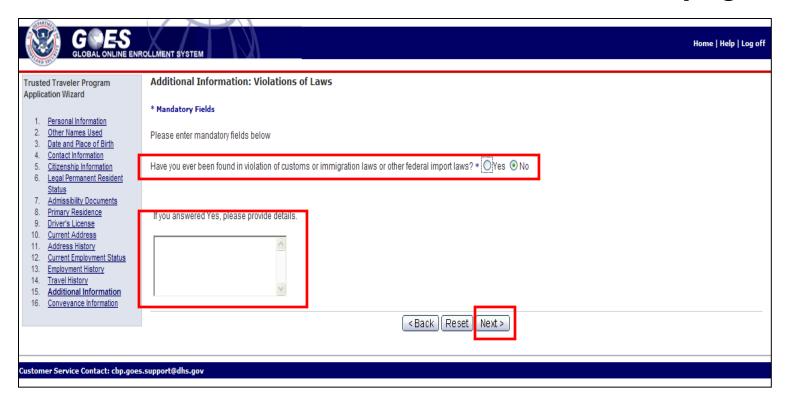
- Answer Yes or No to the question, Have you ever received a waiver of inadmissibility to the U.S. from a U.S. government agency?
- If you answer **Yes**, provide details in the text box.
- Select Next. The Additional Information: Approved for Rehabilitation page displays.

Additional Information: Approved for Rehabilitation page



- Answer Yes or No to the question, Have you ever been approved by Citizenship and Immigration Canada for rehabilitation because of past criminal activity?
- If you answer **Yes**, provide details in the text box.
- Select Next. The Additional Information: Violation of Laws page displays.

Additional Information: Violation of Laws page



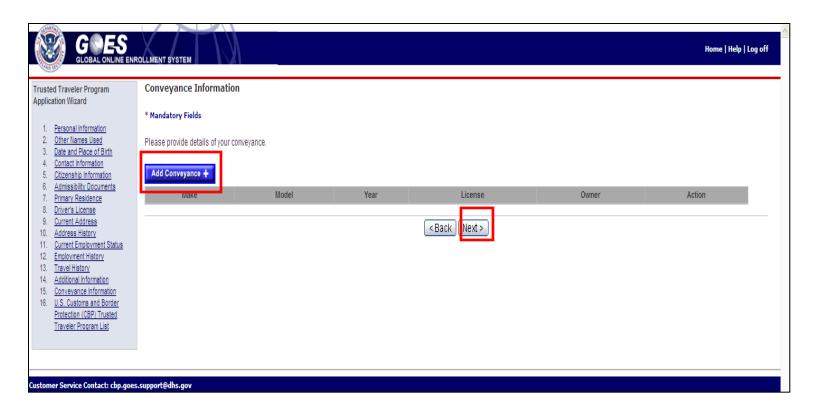
- Answer Yes or No to the question, Have you ever been found in violation of customs or immigration laws or other federal import laws?
- If you answer Yes, provide details in the text box.
- Select Next. The Conveyance Information page displays.

Conveyance Information page



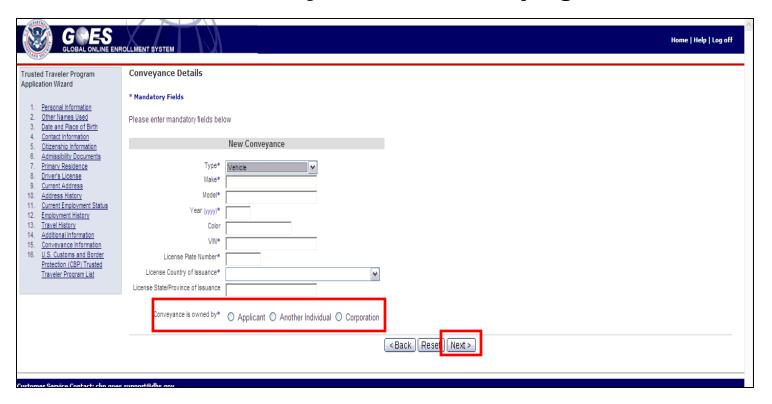
- If you have a conveyance that will be used for travel from Mexico to the U.S., it must be registered in order to use the expedited lanes. To register the vehicle, select the radio button to the left of **YES** after the question, **Is vehicle inspection required?** Select **Next** and the **Conveyance Information** (expanded) page displays (page 67).
- If you select the **No** radio button and select **Next**, the **Trusted Traveler Program List** page displays (page 68). If you select **No** and you're a Canadian citizen/resident, the **Application Summary** page displays (page 71).

Conveyance Information (expanded) page



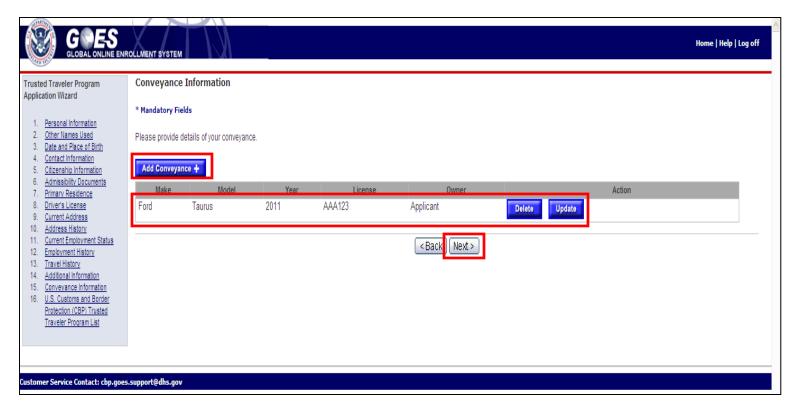
- Select the Add Conveyance + button and the Conveyance Details page will display.
- If you select **Next** without adding a conveyance the **Trusted Traveler List** page displays (page 70).

Conveyance Details page



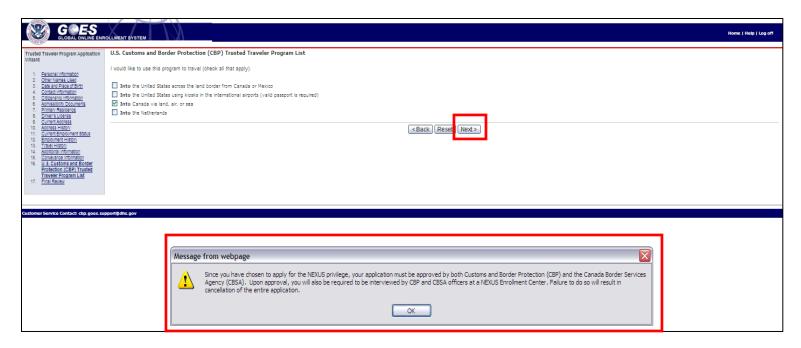
- · Complete the required information for the vehicle being registered.
- Select the appropriate radio button to indicate that the vehicle being registered is owned by the applicant, another individual or a corporation.
- Select **Next**. The **Conveyance Information** (expanded) page displays with the conveyance added.

Conveyance Information (expanded) page



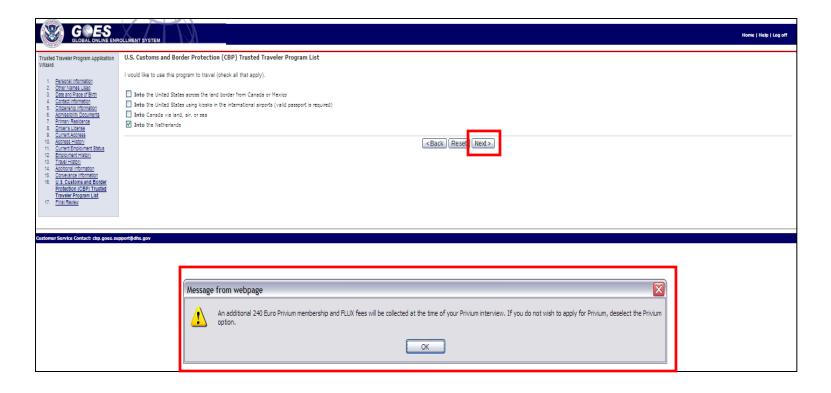
- You may register another vehicle by selecting the **Add Conveyance +** button.
- You may also select the or **Update** buttons to delete or update information for the vehicle displayed, if applicable.
- Select Next. The Trusted Traveler Program List page displays.

Trusted Traveler Program List page



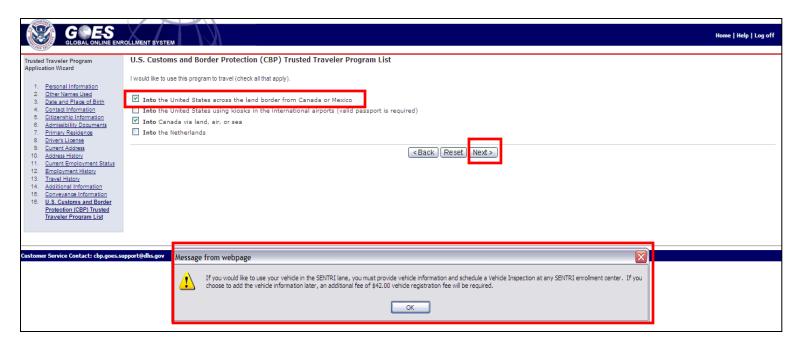
- Select each program you for which you wish to be considered.
- If you select **Into Canada via land, air or sea** (NEXUS) as an option, a dialogue box will appear to alert you that both CBP and CBSA must approve the application and a conditionally approved applicant must be interviewed at a NEXUS Enrollment Center by officers from both agencies. (**NOTE**: only citizen/residents of the United States or Canada may apply for **Into Canada via, land, air or sea**).
- Select Next. The Application Summary page displays (page 73).

<u>Trusted Traveler Program List (continued) page</u>



- If you choose **Into the Netherlands** (Privium) a dialogue box will appear reminding you that an additional 240 Euro fee will be collected at the time of your Privium interview. (**NOTE**: Only citizen/residents of the United States or the Netherlands may apply for **Into the Netherlands**).
- Select Next. The Application Summary page displays (page 73).

<u>Trusted Traveler Program List (continued) page</u>



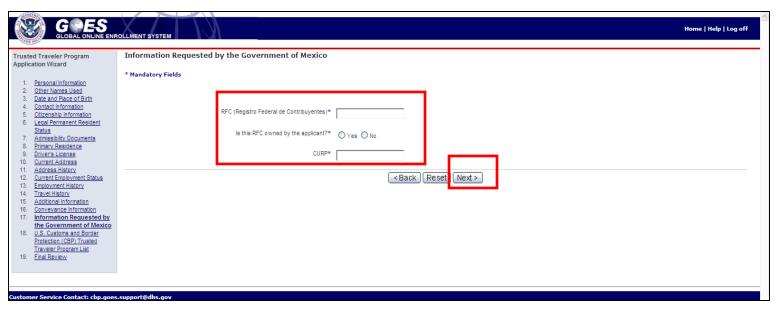
- If you chose NO to the question, Is vehicle inspection required? on the Conveyance Information page and then choose Into the United States across the land border from Canada or Mexico on the Trusted Traveler Program List page a dialogue box displays advising you that you must provide vehicle information and schedule a vehicle inspection if you plan to use your vehicle in the SENTRI lanes and that if you choose to add the vehicle later an additional fee of \$42.00 will be required.
- Select Next. The Application Summary page displays.

Application Summary page



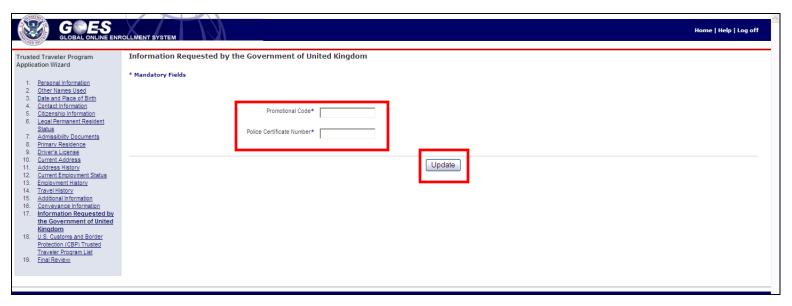
- The **Application Summary** page displays the application information recorded in the system. Review the information and correct or update any item in red by selecting the red <u>FIX ERRORS</u> hyperlink for that information. If no <u>FIX ERRORS</u> hyperlinks appear proceed to page 75 for further information.
- Citizen/residents of the United Kingdom and Mexico must select the <u>FIX ERRORS</u> hyperlink for <u>Information Requested by Government of UK or Mexico</u>, as appropriate.
- Citizen/residents of the UK or Mexico who apply for **Into the United States across the land border from Mexico** (SENTRI) program must select the <u>FIX ERRORS</u> hyperlink for **US Contact.**

Information Requested by the Government of Mexico page



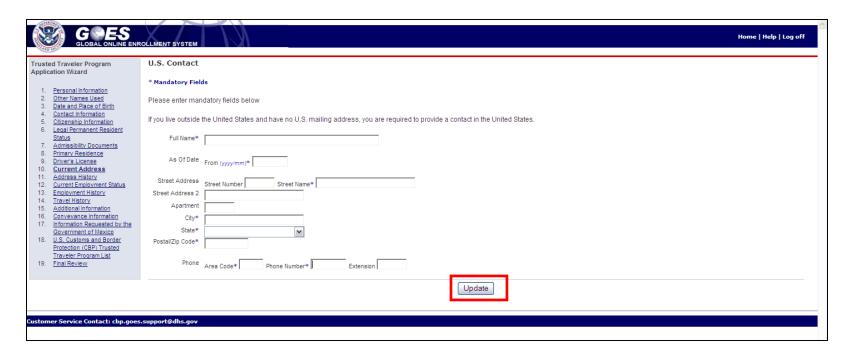
- A Mexican Citizen that does not legally reside in the United States or Canada may apply for all Trusted Traveler programs except for Into Canada via air, land or sea.
- In order to apply for the Into the United States using kiosks in the International Airports program the Mexican Citizen/Resident must complete the information on the Information Requested by the Government of Mexico page. Information regarding the requested information is available by selecting Help at the top of the page.
- Select Next. The Application Summary page redisplays (page 77).

Information Requested by the Government of United Kingdom page



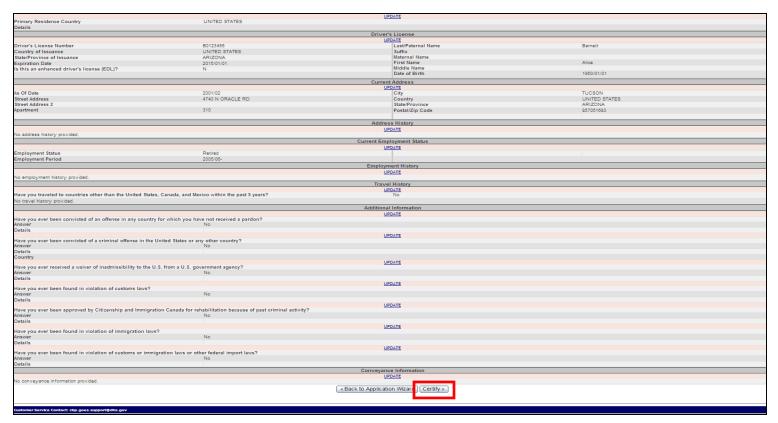
- A citizen of the United Kingdom that does not legally reside in the United States or Canada may apply for all Trusted Traveler programs except Into Canada via, land, air or sea.
- In order to apply for the Into the United States using kiosks at the International Airports
 program the UK resident must complete the information on the Information Requested by the
 Government of United Kingdom page. Information regarding the Promotional Code and Police
 Certification Number can be obtained by selecting Help at the top of the page.
- Select Update. The Application Summary page redisplays (page 77).

U.S. Contact page



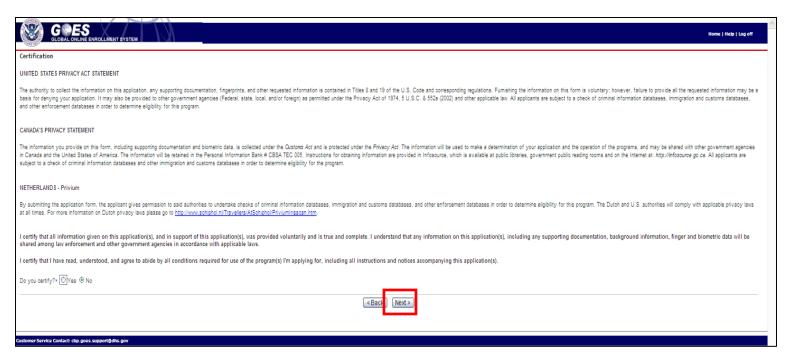
- If you are a citizen/resident of Mexico or the United Kingdom and have applied for **Into the United States across the land border from Mexico** program (SENTRI), you must provide the name and contact information for a person residing in the United States.
- Complete all required fields on the U.S. Contact page.
- Select **Update.** The **Application Summary** page redisplays.

Application Summary (continued) page



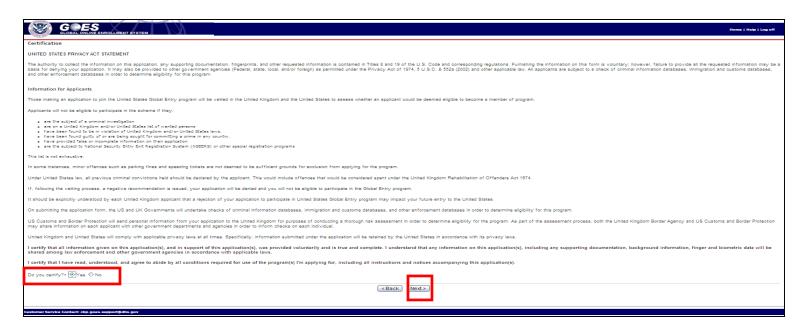
- If all of the information on the **Application Summary** page is correct, select **Certify** at the bottom of the page.
- The Certification page displays.

Certification page



- Answer Yes or No to the question, Do you certify? You will not be able to continue the process until you choose Yes.
- Select Next. The Final Review: Application Shopping Cart displays (page 81).

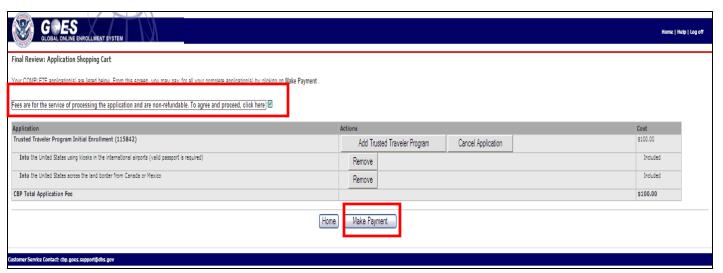
<u>Certification page for Citizen/Residents of the United</u> <u>Kingdom</u>



- · For citizen/residents of the United Kingdom, a different Certification page displays.
- Answer Yes or No to the question, Do you certify? The Back button changes to Next. NOTE: You will not be able to continue the process until you choose Yes.
- Select Next. The Final Review: Application Shopping Cart displays (page 81).

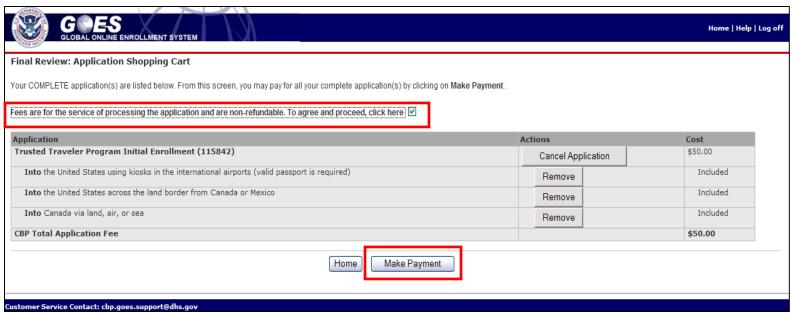
Online Processing Fee Payment

Final Review: Application Shopping Cart page



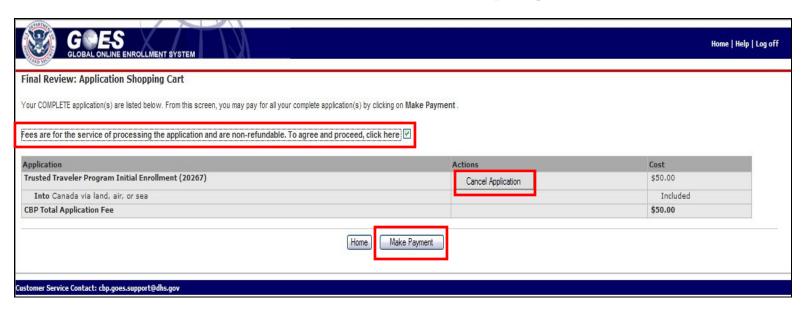
- Canadian citizen/residents go to page 83 for further processing instructions.
- Select the box adjacent to the statement, Fees are for the service of processing the application and are not refundable. To agree and proceed, click here. Your application will not be processed until payment has been received. Fee amounts are in U.S. dollars.
- You may also cancel your application by selecting the Cancel Application button or you can remove any specific program by selecting the Remove button adjacent to the program. To add additional Trusted Traveler programs select Add Trusted Traveler Program button.
- Select Make Payment. The CBP Online Payment page displays (page 84).

Final Review: Application Shopping Cart < Into Canada > page



- If you include the **Into Canada via land, air or sea** (NEXUS) program in your application the total fee for all programs is \$50.00 rather than \$100.00. If you do select **Into Canada via land, air or sea** you must appear at a NEXUS Enrollment Center to be interviewed by both CBP and CBSA officers.
- By selecting the, Fees are for the service of processing the application and are not refundable. To agree and proceed, click here box, the page displays a Make Payment button.
- Select Make Payment. The CBP Online Payment page displays (page 84).

<u>Final Review: Application Shopping Cart < Canadian citizen/resident > page</u>



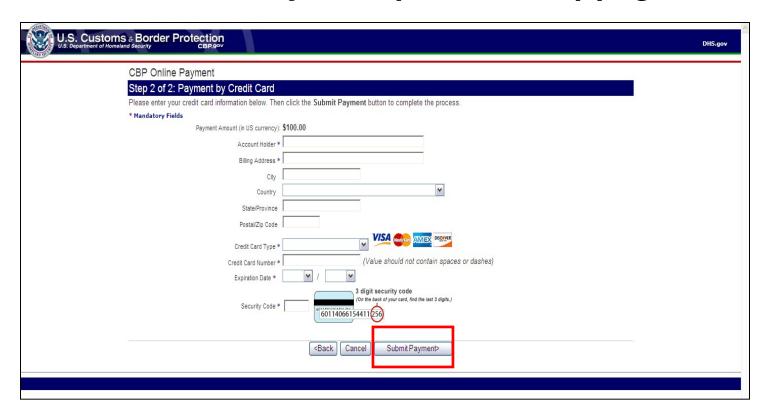
- Canadian citizen/residents have only the option to Cancel Application since the Into Canada via land, air or sea program automatically
 enrolls you into the Into the United States using kiosk at the International Airports, and the Into the United States across the land
 border from Canada or Mexico programs and consequently there are no other Trusted Traveler programs you may add.
- By selecting the, Fees are for the service of processing the application and are not refundable. To agree and proceed, click here box, the page displays a Make Payment button.
- Select Make Payment. The CBP Online Payment page displays.

Online Payment page



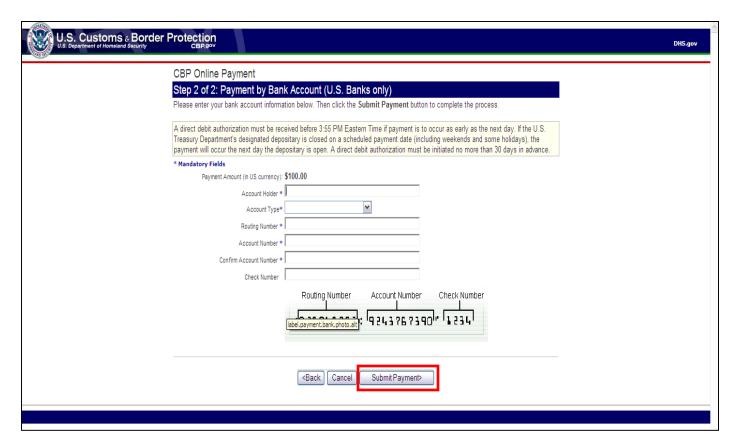
- Select the <appropriate button> to make a payment by credit card or bank account. (NOTE: If you selected Into Canada via land, air or sea (NEXUS) from the Program List page previously, the fee displayed will be \$50 rather than \$100).
- Select Next. The Online Payment (Credit Card) page (page 85) or Online Payment (Bank Account) page displays (page 86).

Online Payment (Credit Card) page



- Complete your < credit card information>.
- Select Submit Payment. The Payment Response page displays (page 87).

Online Payment (Bank Account) page



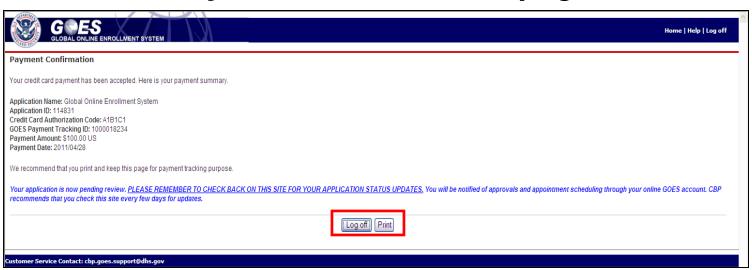
- Complete your < bank account information >.
- Select Submit Payment. The Payment Response page displays.

Online Payment Response page



- Wait for a response.
- The Payment Confirmation page displays.

Payment Confirmation page



- Your payment has been received and your application is under review. The review process may take a few weeks. Payment processing takes an additional five business days when paying by bank account.
- To print this page select the **Print** button.
- Once your application is in Conditionally Approved status you can schedule an appointment at an Enrollment Center. Log back into GOES periodically to check the status of your application.
- Select Logoff. The Welcome to GOES page displays.

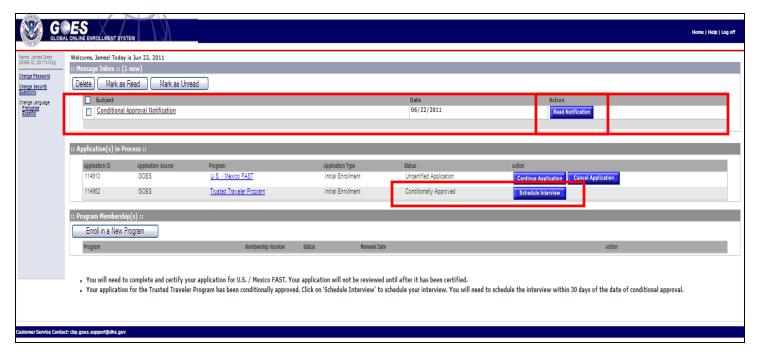
Scheduling an Interview

Welcome to GOES page



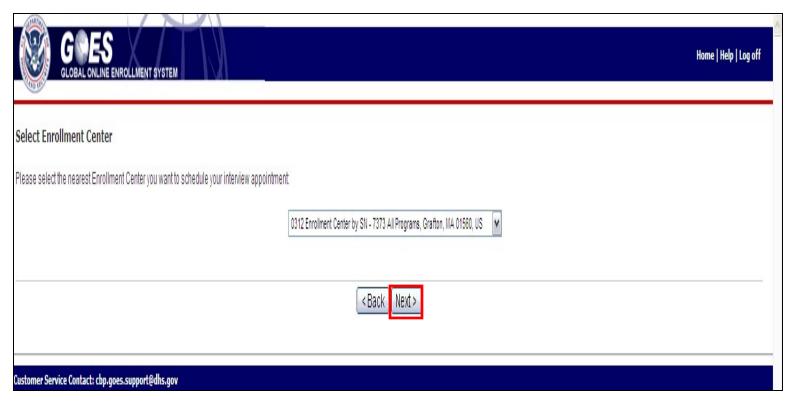
- You need to log onto GOES periodically to check on the status of your application.
- Type the **<User ID>** and **<Password>** you created during your initial registration.
- Select Sign In. The Application(s) in Process (Schedule Interview) page displays.

<u>Applications in Process (Schedule Interview) page</u>



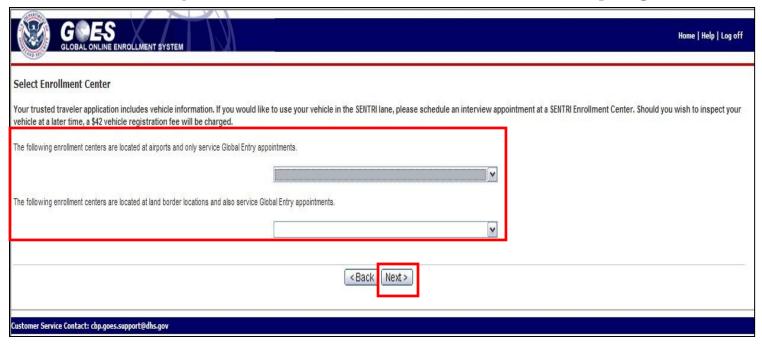
- After logging back into GOES and agreeing to the terms and conditions your application status displays on the **Applications in Process** page. When your application status is **Conditionally Approved** you may read and print your Conditional Approval Notification letter.
- Once you have been conditionally approved for initial enrollment click the Schedule Interview button. The Select Enrollment Center page displays.

Select Enrollment Center page



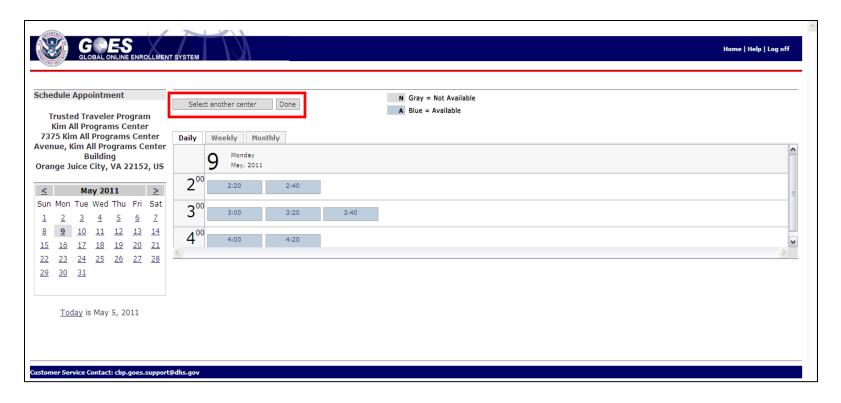
- Select the < *Enrollment Center* > from the drop-down list where you will appear for your final interview.
- Select Next. The Schedule Appointment page displays (page 94).

<u>Select Enrollment Center <application includes Global</u> <u>Entry and Vehicle Information> page</u>



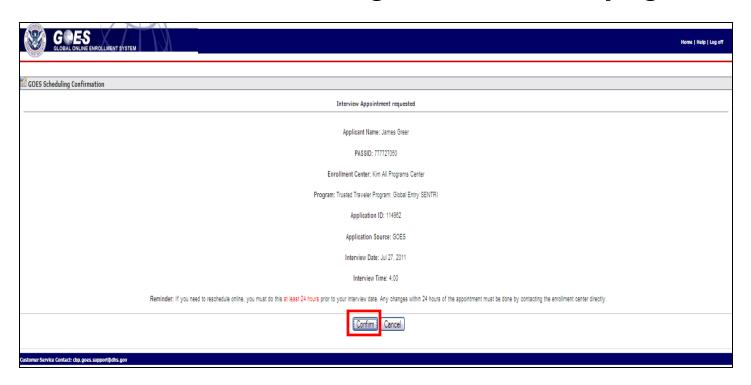
- You may select an airport Global Entry < Enrollment Center > from the drop-down list where you will appear for your final interview.
- If you wish to avoid a separate \$42 fee for later scheduling your vehicle for inspection in the SENTRI program, chose your <Enrollment Center> from the land border enrollment centers that also service **Global Entry**.
- · Select Next. The Schedule Appointment page displays.

Schedule Appointment page



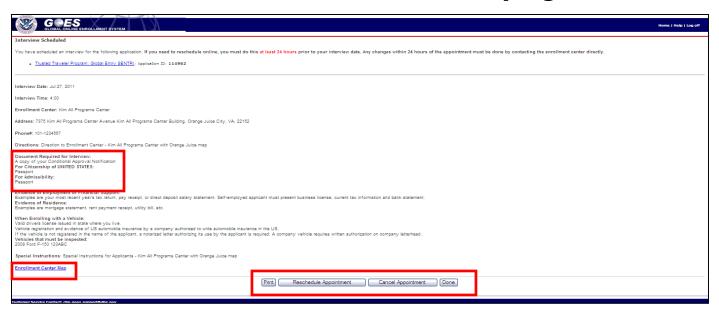
- Select an available (blue) time slot for your interview. Make sure the correct day for your interview is selected on the left.
- To return to the list of Enrollment Centers select the **Select another center** button.
- Select Done at the top of the page. The Scheduling Confirmation page displays.

GOES Scheduling Confirmation page



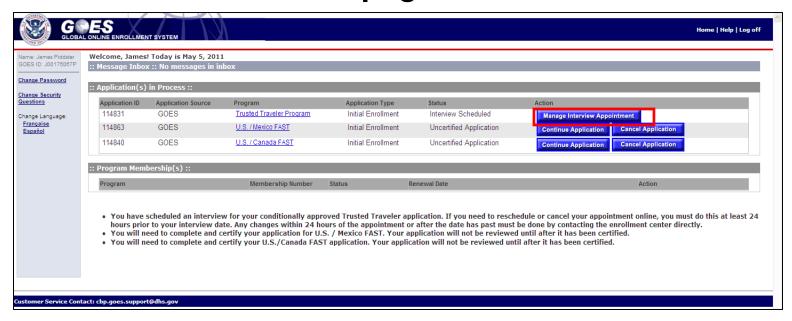
- Review the information on the page.
- Select Confirm to book the time slot selected. The Interview Scheduled page displays.
- Select Cancel to return to the Schedule Appointment page.

Interview Scheduled page



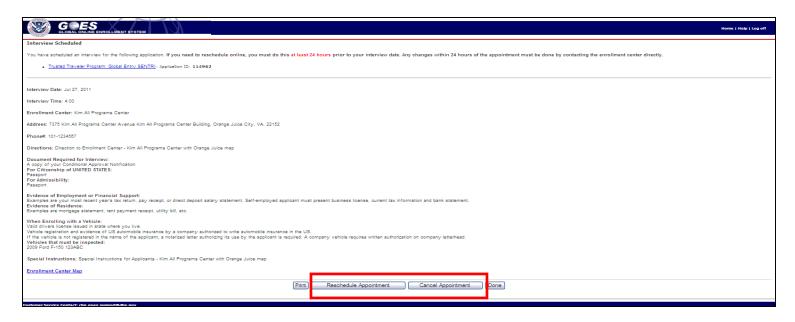
- Review the details of your appointment and note what documents are need for your interview. Select **Done** if the information is correct.
- To print, reschedule or cancel your appointment, select the <appropriate button> on the bottom of the page. Caution: Canceling your appointment more than 90 days after your conditional approval will cause your application to be denied. Select the Reschedule button if your appointment must be rescheduled.
- If you require directions to the Enrollment Center, select the Enrollment Center Map hyperlink at the bottom of the page.

<u>Account Summary < Manage Interview Appointment></u> page



- You may log into GOES at any time up to 24 hours prior to your scheduled interview to reschedule or cancel an appointment.
- If you need to reschedule or cancel an appointment that is within 24 hours of the appointment time, you should call the Enrollment Center.
- Select the **Manage Interview Appointment** button or the <u>Trusted Traveler Program</u> hyperlink on the **Account Summary** page.
- The Interview Scheduled page displays.

Interview Scheduled <reschedule appointment> page



- Select the Reschedule Appointment button in order to reschedule a previous appointment. You
 may log onto GOES at any time up to 24 hours prior to your scheduled interview to reschedule.
- The Select Enrollment Center page displays. Return to page 92 and follow the guidance provided through page 96.
- Select the **Cancel Appointment** button only in the instance where you do not know when you can reschedule your appointment. An appointment must be scheduled within 90 days of Conditional Approval or your application will be cancelled.

Online Enrollment Center Additional Application Processing

Welcome to GOES page



- Once you have received final approval of your application, you may enroll in additional Trusted Traveler programs. To do so:
- Type https://goes-app.cbp.dhs.gov in the address bar of your internet browser or select the Global Entry Logo in the center of the www.cbp.gov webpage and select the How to Apply tab on the top of the next page. The Welcome to GOES page displays.
- Type your <User ID> and <Password> and select Sign In. The Enroll in a New Program page displays.

<u>Account Summary < Enroll in a New Program > page</u>



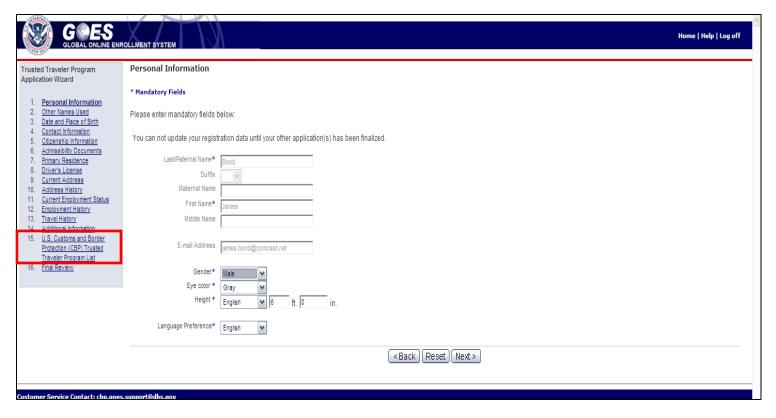
- The Account Summary page displays the Trusted Traveler Programs for which you are currently approved or for which you have uncertified applications.
- To add additional Trusted Traveler programs, select the Enroll in New Program button. The Trusted Traveler Enrollment Summary page
 displays showing the programs in which you are enrolled. In some instances you can apply for additional programs at no additional costs. Into
 Canada via land, air or sea (NEXUS), US/Mexico and US/Canada FAST programs are exceptions and will require an additional fee.
- For additional information, go to http://www.globalentry.gov/

<u>Trusted Traveler Enrollment Program Summary page</u>



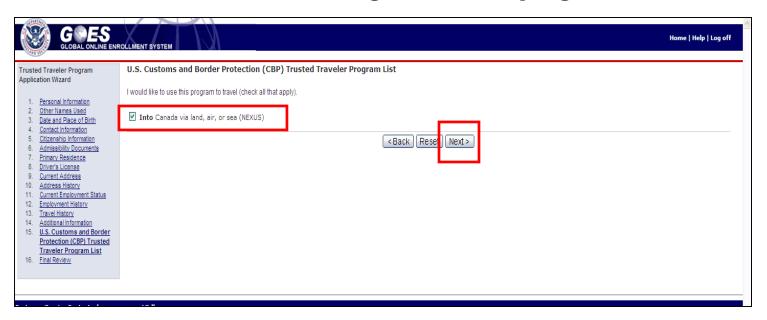
 Select the <u>click here</u> hyperlink adjacent to the program you wish to enroll in. The
 Trusted Traveler Program Application Wizard page displays and defaults to the
 Personal Information page.

<u>Application Wizard: Personal Information page</u>



- The information you input during your initial application process will appear on each of the application pages. If there are no changes required to the information, select the <u>U.S. Customs</u> and Border Protection (CBP) Trusted Traveler Program List hyperlink (item 15 on the **Trusted Traveler Program Application Wizard** menu).
- The U.S. Customs and Border Protection (CBP) Trusted Traveler Program List page displays.

U.S. Customs and Border Protection (CBP) Trusted Traveler Program List page



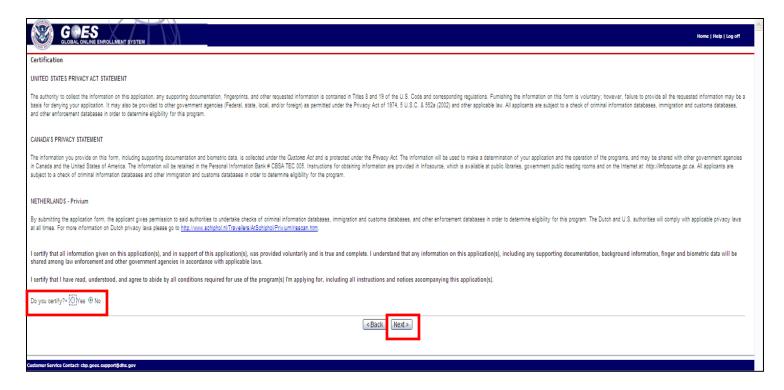
- The **U.S. Custom and Border Protection (CBP) Trusted Traveler Program List** page displays those programs for which you have not previously made an application.
- If you wish to make an application for the programs available, select the box adjacent to the program(s) you wish to add.
- Select Next. The **Trusted Traveler Program Application Summary** page for the program selected displays.

<u>Trusted Traveler Program Application Summary page</u>



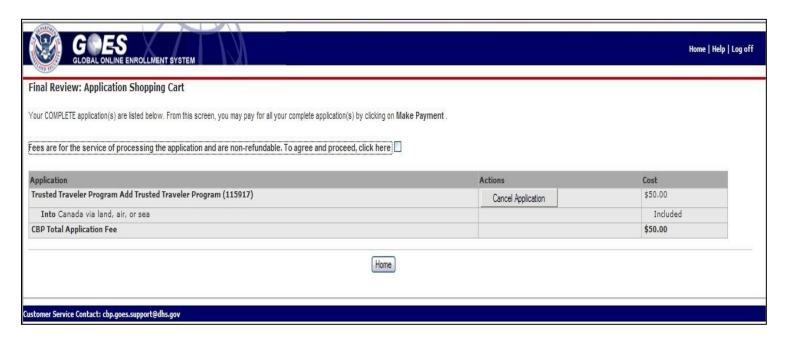
- Select Certify.
- The Certification page displays.

Certification page



- Answer Yes or No to the question Do you certify?
- Select Next. The Final Review: Application Shopping Cart displays.

Final Review: Application Shopping Cart page



- Select the box next to Fees are for the service of processing the application and are non-refundable. To agree and proceed, click here. The Home button changes to Make Payment.
- Select Make Payment. The Online Payment page displays. Refer to page 70 and complete the payment process.