

TABLE OF CHANGES – INSTRUCTIONS
Instructions for Form I-912, Request for Fee Waiver
30 day public comment
OMB Number: 1615-0116
Revised 05/03/2013

Reason for Revision: Form is expiring. Modifications have been made to some areas of the instructions to make them clearer and more easily understood.

Current Location	Current Text	Location and Proposed Text
Page 1, Instructions	Read these instructions carefully to properly complete Form I-912. If you need more space to complete an answer, use a separate sheet of paper. Write your name and Alien Registration Number (A-Number), if any at the top of each sheet of paper and indicate the section and number of the item to which the answer refers.	Page 1, Instructions Deleted. Information will be relocated under section entitled “General Instructions,” per standard format. Some items have been renumbered, or the alpha letters changed from capital to lower case.
Page 1, Which Applications and Petitions Will USCIS consider for a Fee Waiver? E.6. Continuous residence in the United States since before January 1, 1972, (“Registry”).	Page 1, Items renumbered, some items deleted because they are covered by last paragraph, and new text added: 5.e. An adjustment provision....Haitian Refugee Immigration Fairness Act, continuous residence in the United States since before January 1, 1972, (“Registry”), or similar provision; and f. Special Immigrant Status based on an approved Form I-360 as an Afghan or Iraqi Interpreter, or Afghan or Iraqi National employed by or on behalf of the U.S. Government.
Page 1, Which Applications and Petitions Will USCIS consider for a Fee Waiver?	G. Form I-601, Application for Waiver of Grounds of Inadmissibility....	Deleted.
Page 1, Which Applications and Petitions Will USCIS consider for a Fee Waiver?	I. Form I-765, Application for Employment Authorization;	8. Form I-765, Application for Employment Authorization, except if filing as category (c) (33), Deferred Action for Childhood Arrivals;

	<p>Form I-821, Application for Temporary Protected Status;</p> <p>Form I-881, Application for Suspension of Deportation or Special Rule Cancellation of Removal (Pursuant to Section 203 Publ. L. 105-100 (NACARA));</p>	Deleted.
Page 1, Which Applications and Petitions Will USCIS consider for a Fee Waiver	T. Biometric services fees in connection with any application or petition, regardless of whether it is listed above.	17. Biometric services fees in connection with any application or petition, regardless of whether it is listed above, except if filing Form I-765, category (c)(33), Deferred Action for Childhood Arrivals.
Page 3, Step 2, 5B.	<p>If Federal tax returns are not filed, or do not properly reflect current income, copies of pay check stubs for a minimum of the past month, or statement(s) from your employer(s) on business stationery showing salary or wages paid will be sufficient evidence of income.</p> <p>If you do not have any income...</p>	<p>Page 4, Step 2, 2.b.</p> <p>If Federal tax returns are not filed, or do not properly reflect current income, submit copies of pay check stubs for a minimum of the past month, or statement(s) from your employer(s) on business stationery showing salary or wages paid.</p> <p>If you do not have any income...</p>
Page 3, Step 2 Sub-line Line 7A	If a person is living with you, but is not claimed as a member of your household for tax purposes, that person's income will not be considered when determining your household income. You do not need to provide this person's income.	Page 4, Step 2, 4a. If a person is living with you, and provides more than 50% of your support, you should provide evidence of that person's income.
Page 3, Step 2 Sub-line Line 7B.	Similarly, if you are living with someone and you are not a member of that person's household for tax purposes, that person's income will not be considered with determining the applicant's household income. You do not need to provide income for that person.	Page 4, Step 2, 4.b Similarly, if you are living with someone and they provide more than 50% of your support, you should provide evidence of that person's income. You must provide a copy of the most recent tax returns of the person with whom you are living.
Page 4, Step 3, 13.A.,	<p>What if I believe special circumstances warrant a fee waiver even though my income puts me above 150% of the Federal Poverty Guidelines?</p> <p>You will need to provide us with a description of your financial hardship as well as the following:...</p>	<p>Page 5, STEP 3, 1a.</p> <p>You will need to provide us with a description of your financial hardship in Section 6 of the form, as well as the following:...</p>

<p>Page 4, STEP 3, 14.</p>	<p>What if I cannot provide evidence of income?</p> <p>You will need to provide us...in support of your income. If possible, any.....</p>	<p>Page 5, STEP 3, 2. What if I cannot provide evidence of income?</p> <p>You will need to provide us...in support of your income in Section 6 of the form. If possible, any.....</p>
<p>Page 4, General, 2.</p>	<p>Can I file one fee waiver request for all members of my family applying for immigration benefits?</p> <p>Yes...Please see “Who Must Sign Form I-912?” on Page 5.</p>	<p>Page 7, Specific Information</p> <p>2. Can I file one fee waiver request for all members of my family applying for immigration benefits?</p> <p>Yes. However...Please see the section of these instructions entitled “Your Signature and Authorization”.</p>
<p>Page 5, General Instructions for Competing Form I-912</p>	<p>A. This section provides you with line-by-line instructions for completing Form I-912.</p> <p>B. We recommend that you use the Adobe-fillable form available on the USCIS Web site. If the Adobe-fillable form is not available, type or print your answers in black ink.</p> <p>C. If you need more space to complete an answer, use a separate sheet of paper. At the top of each continuation sheet, write your name and Alien Registration Number (A-Number), if you have one, and indicate the section and number of the item(s) to which the answer refers.</p> <p>D. If you need some more space to complete an answer, use a separate sheet of paper. At the top of each continuation sheet, write your name and Alien Registration Number (A-Number), if you have one, and indicate the section and number of the item(s) to which the answer refers.</p>	<p>Page 5, General Instructions</p> <p>Each application must be properly signed and filed. A photocopy of a signed application or a typewritten name in place of a signature is not acceptable.</p> <p>An application or petition is not considered properly filed until accepted by USCIS.</p> <p>Evidence. You must submit all required initial evidence along with all the supporting documentation with your application at the time of filing.</p> <p>Copies. Unless specifically required that an original document be filed with an application or petition, a legible photocopy may be submitted. Original documents submitted when not required may remain a part of the record and will not be automatically returned to you.</p> <p>Translations. Any document containing foreign language submitted to USCIS must 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.</p>

		<p>How To Fill Out Form I-912</p> <ol style="list-style-type: none"> 1. Type or print legibly in black ink. 2. If extra space is needed to complete any item, attach a continuation sheet, write your name and Alien Registration Number (A-Number) (if any), at the top of each sheet of paper, indicate the Part and item number to which your answer refers, and date and sign each sheet. 3. Answer all questions fully and accurately. If an item does not apply to you, write “Not Applicable” or “N/A” unless the instructions direct you to do something else. If the answer is none, write “None.”
<p>Page 5, Section 1, INFORMATION ABOUT YOU, Line 2.</p>	<p>Alien Registration Number. Enter you’re a-Number. If you do not have an A-Number, enter “Not Applicable” or “N/A.”</p>	<p>Page 5, Specific Instructions Section 1- Information About You Line 2. Alien Registration Number.</p> <p>Enter your A-Number. If you do not have an A-Number, enter “Not Applicable” or “N/A.”</p>
<p>Page 5, SECTION I- INFORMATION ABOUT YOU, Line 3</p>	<p>U.S. Social Security Number. Enter your Social Security Number. If you do not have a Social Security Number, enter “Not Applicable” or “N/A.”</p>	<p>Page 6, Deleted.</p>
<p>Page 5, SECTION 1 INFORMATION ABOUT YOU</p>	<p>This section is for the person who needs the fee waiver. If you have dependents whose applications or petitions are part of the fee waiver, please provide additional information in Section 2.</p>	<p>Page 6,</p> <p>This section is for the person who needs the fee waiver. If you are applying on behalf of a minor child, provide information about the minor child in this section. If you have dependents whose applications or petitions are part of the fee waiver request, provide additional information in Section 2.</p>
<p>Page 6, SECTION 2</p>	<p>ADDITIONAL INFORMATION IF DEPENDENT(S) ARE INCLUDED IN THIS REQUEST</p>	<p>Page 6 Section 2. Additional Information For Dependent(s)</p>
<p>Page 6, SECTION 2 Line 7</p>	<p>Provide the requested information for each dependent who is part of this request. This can include your spouse, children and wards.</p>	<p>Page 6, Section 2, Line 6</p> <p>Provide the requested information for each dependent. This can include your spouse, children, wards, and parents.</p>

<p>Page 6, SECTION 5, HOUSEHOLD INCOME, Line 10</p>	<p>Line 10. Enter the number of dependents who live with you.</p>	<p>Page 6, Section 5. Household Income Line 9. Other than you, how many others in your household depend on the stated income?</p> <p>Some renumbering of items in this section.</p>
<p>Page 7, Paperwork Reduction Act</p>	<p>An agency...Regulatory Products Division, Office of the Executive Secretariat...Do not mail your Form I-912 to this address.</p>	<p>Page 9, An agency...Regulatory Coordination Division, Office of Policy and Strategy...Do not mail your completed Form I-912 to this address.</p>
		<p>Page 8, New section; standard on USCIS Form Instructions.</p> <p>Penalties If you knowingly and willingly falsify or conceal a material fact or submit a false document with this request, we will deny your Form I-912 and may deny any other immigration benefit.</p> <p>In addition, criminal penalties can be imposed for knowingly and willingly falsifying or concealing a material fact or submitting a false document. See, e.g., 8 U.S.C. Section 1324c..</p>