# TABLE OF CHANGES – INSTRUCTIONS

# Instructions for Application for Action on an Approved Application or Petition OMB Number: 1615-0044 09/09/2015

- **Reason for Revision:** The Form I-824 and instructions are being amended to include USCIS ELIS Account Number fields for electronic filing, to better serve the customers, and to improve USCIS operations' efficiency.
- The Form I-824 is being revised to include Post Code, Province, and Country fields under Part 3, Additional Information to allow the affected party to file the form abroad.
- USCIS is also revising the instructions in according with the changes of the form as needed.
- FMB incorporated updates to standard language/formatting required by OMB.

Current Section and	Current Text	Proposed Text
Page Number	Current rext	•
Page 1, What Is the		[Page 1]
Purpose of This Form?		7.71 . 7 . 1 . D
	What Is the Purpose of This Form?	What Is the Purpose of Form I-824?
	Use Form I-824 to request further action on a previously approved application or petition.	Use Form I-824, Application for Action on an Approved Application or Petition, to request further action on a previously approved application or petition.
Page 1, When Must I Use		[Page1]
Form I-824?	When Must I Use Form I-824?	When Must I Use Form I-824?
	You must use Form I-824 to request U.S. Citizenship and Immigration Services (USCIS) or United States Customs and Border Protection (CBP) action on a previously approved application or petition.	You must use Form I-824 to request U.S. Citizenship and Immigration Services (USCIS) or U.S. Customs and Border Protection (CBP) action on <b>a previously approved</b> application or petition.
	<b>NOTE:</b> USCIS or CBP will not approve Form I-824 if your previous approval has expired or has been revoked.	<b>NOTE:</b> USCIS or CBP will not approve Form I-824 if your previous approval is expired or was revoked.
	This form cannot be used to verify the status of a pending application or petition. However, in accordance with 8 CFR Part 103.9, this form may be filed with the original application or petition.	You cannot use Form I-824 to verify the status of a pending application or petition. However, in accordance with 8 CFR section 103.9, this application may be filed with the original application or petition.  [Delete]
	If you are currently a lawful permanent resident (LPR) and gained LPR status through a T or U visa, the only option available to you on Form I-824 is option "a" - duplicate approval notice.	

For applications previously approved by CBP.

You must use Form I-824 to request that CBP issue a duplicate of your Form I-192, Application for Advance Permission to Enter as Non-Immigrant, or Form I-212, Application for Permission to Reapply for Admission into the United States After Deportation or Removal, approval notice if the original has been lost, stolen, or mutilated.

A duplicate of Form I-192 approval notice that is still valid may be requested by filing this Form I-824. However, if your approval notice expires in less than 6 months, you may want to consider submitting a new Form I-192 application. For more information please visit <a href="https://www.cbp.gov">www.cbp.gov</a>.

You may also obtain a duplicate of an indefinite waiver that was previously issued in conjunction with Form I-185, Nonresident Alien Canadian Border Crossing Card (BCC). **NOTE:** Form I-185 is no longer valid or issued by the service. However you may obtain a duplicate of a previously issued indefinite waiver as long as it has not been revoked or voided.

# For applications previously approved by CBP

You must use Form I-824 to request that CBP issue a duplicate of your Form I-192, Application for Advance Permission to Enter as Non-Immigrant, or Form I-121, Application for Permission to Reapply for Admission into the United States After Deportation or Removal, approval notice if the original was lost, stolen, or mutilated.

[Delete]

You may also obtain a duplicate of an indefinite waiver that was issued prior to April 1, 1998. An indefinite waiver may be on Form I-185, Canadian Border Crossing Card (BCC) or on Form I-194 which shows the validity period as "indefinite." You may obtain a duplicate of a previously issued indefinite waiver as long as your waiver was not revoked or voided.

# Page 1, When Should I Not File Form I-824?

### When Should I Not File Form I-824?

Do not file Form I-824 with USCIS if you:

- 1. Are requesting follow-to-join benefits for your spouse and/or child(ren), and you are in one of the following classifications:
- **A.** You have been issued an immigrant visa at a U.S. Embassy or a consulate via consular processing and have been admitted to the United States as a lawful permanent resident on an immigrant visa;
- **B.** You currently have refugee status after you were admitted to the United States;
- **C.** You were granted status in the United States as an asylee; or

### [Page1]

### When Should I Not File Form I-824?

**Do not file Form I-824 with USCIS** if you are requesting follow-to-join benefits for your spouse and/or children, and you are in one of the following classifications:

- 1. You were issued an immigrant visa at a U.S. Embassy or U.S. Consulate via consular processing and were admitted to the United States as a lawful permanent resident (LPR) on an immigrant visa;
- **2.** You were granted refugee status after you were admitted to the United States;
- **3.** You were granted status in the United States as an asylee; or

**D.** You have gained your lawful permanent resident (LPR) status through a T or U visa.

You do not qualify to request follow-tojoin benefits for options "b," "c," "d," or "e" on Form I-824 under **Part 2, Reason for Request,** if you are requesting:

- 2. Further action on an application or petition that has been denied, revoked, terminated or withdrawn;
- 3. A correction of an error on your previously approved application or petition;
- 4. A copy of the approved Form I-485 application or Form N-400 application for your personal records;
- **5.** A duplicate approval notice of an approved immigrant visa petition naming the spouse or child(ren) who are accompanying or following to join you;
- **6.** USCIS to send information to the U.S. Department of State regarding the approval of your expired nonimmigrant application or petition;
- **7.** USCIS to send information to the U.S. Department of State regarding an employment-based application or petition if your employment for the original petitioner has ended;
- **8.** USCIS to notify the U.S. Department of State of the approval of Form I-600A, Application for Advanced Processing of Orphan Petition, and/or Form I-600, Petition to Classify Orphan as an Immediate Relative, as well as the approval of Form I-800A, Application for Determination of Suitability to Adopt a Child from a Convention Country;
- **9.** An action on an approved application that was filed with CBP; or

**4.** You have gained your LPR status through a T or U visa.

Do not file Form I-824 with USCIS, if you are requesting:

- **1.** Further action on an application or petition that was denied, revoked, terminated or withdrawn;
- **2.** A correction of an error on your previously approved application or petition;
- 3. A copy of the approved Form I-485, Application to Register Permanent Residence or Adjust Status, or Form N-400, Application for Naturalization, for your personal records;
- **4.** A duplicate approval notice of an approved immigrant visa petition naming the spouse or children who are accompanying or following to join you;
- **5.** USCIS to send information to the U.S. Department of State (DOS) regarding the approval of your expired nonimmigrant application or petition;
- **6.** USCIS to send information to DOS regarding an employment-based application or petition if your employment for the original petitioner has ended;
- 7. USCIS to notify DOS of the approval of Form I-600A, Application for Advanced Processing of Orphan Petition, and/or Form I-600, Petition to Classify Orphan as an Immediate Relative, as well as the approval of Form I-800A, Application for Determination of Suitability to Adopt a Child from a Convention Country;
- **8.** An action on an approved application that was filed with CBP; or

**10.** A replacement of the following documents: Employment Authorization Document (EAD), Form I-94, Arrival/ Departure Record, Form I-551, Permanent Resident Card, or Form I-512/I-512L, travel document.

To request replacement of:

**A.** An EAD, file Form I-765, Application for Employment Authorization;

**B.** A Form I-94, Arrival/Departure Record, file Form I-102, Application for Replacement/Initial Nonimmigrant Arrival-Departure Document;

**C.** A Form I-551, Permanent Resident Card, file Form I-90, Application to Replace Permanent Resident Card;

**D.** A Form I-512 or I-512L, travel document, file Form I-131, Application for Travel Document.

These forms can be found on the USCIS Web site at <a href="www.uscis.gov">www.uscis.gov</a>. Select the "FORMS" tab.

# Do not file Form I-824 with CBP if you are requesting:

- **1.** A duplicate approval notice that has expired or has been revoked;
- **2.** A correction of an error on your approval notice (see <a href="www.cbp.gov">www.cbp.gov</a> for instructions on how to request correction to your approval notice); or
- **3.** Action on an approved application or petition that was filed with USCIS

9. A replacement of the following documents: Employment Authorization Document (EAD), Form I-94 Arrival-Departure Record, Form I-551, Permanent Resident Card, or Form I-512/I-512L, travel document.

To request replacement of:

**A.** An EAD, **you must** file Form I-765, Application for Employment Authorization;

- **B.** Form I-94 Arrival-Departure Record, you must file Form I-102, Application for Replacement/Initial Nonimmigrant Arrival-Departure Document;
- **C.** Form I-551, Permanent Resident Card, you must file Form I-90, Application to Replace Permanent Resident Card;
- **D.** Form I-512 or I-512L, travel document, you must file Form I-131, Application for Travel Document.

These forms can be found on the USCIS Web site at www.uscis.gov. Select the "FORMS" tab

# Do not file Form I-824 with CBP if you are requesting:

- **1.** A duplicate approval notice that **is** expired or **was** revoked;
- **2.** A correction of an error on your approval notice (visit www.cbp.gov for instructions on how to request a correction to your approval notice); or
- **3.** Action on an approved application or petition that was filed with USCIS.

# Page 2, General Instructions

### **General Instructions**

USCIS provides forms free of charge through the USCIS Web site. In order to view, print, or fill out our forms, you should use the latest version of Adobe Reader, which can be downloaded for free at <a href="http://get.adobe.com/reader/">http://get.adobe.com/reader/</a>.

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### **General Instructions**

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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. USCIS National Customer Service Center at **1-800-375-5283** and ask that we mail a form to you. For TTY (deaf or hard of hearing) call: **1-800-767-1833**.

**Signature.** Each application must be properly signed and filed. For all signatures on this application, USCIS will not accept a stamped or typewritten name in place of a signature. If you are under 14 years of age, your parent or legal guardian may sign the application on your behalf. A legal guardian may also sign for a mentally incompetent person.

Each application must be accompanied by the appropriate filing fee. **Filing Fee.** Each application must be accompanied by the appropriate filing fee. (See the **What Is the Filing Fee** section of these Instructions.)

An application is not considered properly filed until accepted by USCIS.

[Delete]

**For individuals filing this application** with **CBP**: Please refer to CBP's Web site at <a href="www.cbp.gov">www.cbp.gov</a> (go to the search box and type "Form I-824," or "I-824" or "824") for further instructions.

**For individuals filing this application with CBP:** Please refer to CBP's Web site at **www.cbp.gov** (go to the search box and type "Form I-824," "I-824," or "824") for further instructions.

**Evidence.** You must submit all required initial evidence along with all the supporting documentation with your application at the time of filing.

**Evidence.** At the time of filing, you must submit all evidence and supporting documentation listed in the **Specific Instructions** section of these Instructions.

**Copies.** Unless USCIS specifically requires that you file an original document of your application, you may submit a legible photocopy. Original documents submitted when not required may remain a part of the record and USCIS will not automatically return them to you.

Copies. You may submit legible photocopies of documents requested, unless the Instructions specifically state that you must submit an original document. USCIS may request an original document at the time of filing or at any time during processing of an application, petition, or request. If you submit original documents when not required, the documents may remain a part of the record, and USCIS will not automatically return them to you.

**Translations.** Any document you submit to USCIS with information in a foreign language must have a full English translation. The translator must certify that the English language translation is complete and accurate, and that he or she is

**Translations.** If you submit a document with information in a foreign language, you must also submit a full English translation. The translator must sign a certification that the English language translation is complete and accurate, and that he or she is

competent to translate from the foreign language into English.

You may file this form at any time while the previously approved application or petition is valid or pending.

A separate Form I-824 must be filed for each action being requested.

### **How To Fill Out Form I-824**

- **1.** Type or print legibly in black ink.
- 2. If you need extra space to complete any item within this application, see **Part 8**. **Explanation Page** of the application.

You must provide your Alien Registration Number (A-Number) if applicable, and identify the **Page Number**, **Part Number**, and **Item Number** to which the information refers when completing **Part 8**. You must also sign and date the page at the bottom.

**3.** Answer all questions fully and accurately. If an item is not applicable or the answer is "none," leave the space blank.

competent to translate from the foreign language into English.

**NOTE:** You may file this application at any time while the previously approved application or petition is valid or pending.

**NOTE:** A separate Form I-824 must be filed for each action being requested.

### How To Fill Out Form I-824

- **1.** Type or print legibly in black ink.
- 2. If you need extra space to complete any item within this application, use the space provided in **Part 7. Additional Information** or attach a separate sheet of paper; type or print your name and Alien Registration Number (A-Number) (if any) at the top of each sheet; indicate the **Page Number**, **Part Number**, and **Item Number** to which your answer refers; and sign and date each sheet.
- **3.** Answer all questions fully and accurately. If a question does not apply to you (for example, if you have never been married and the question asks "Provide the name of your current spouse"), type or print "N/A," unless otherwise directed. If your answer to a question which requires a numeric response is zero or none (for example, "How many children do you have" or "How many times have you departed the United States"), type or print "None," unless otherwise directed.

### **4.** [Delete]

# Page 3, Specific Instructions

# **Specific Instructions**

This form is divided into **Parts 1** through **5**. The following information will help you fill out the form.

Part 1. Information About You

If you are the applicant or the
petitioner of the previously approved
application or petition, and you are now

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# **Specific Instructions**

This application is divided into **Parts 1. - 7.** The following information will help you fill out the application.

**If you are the applicant or the petitioner** of the previously approved application or petition, and you are now requesting action

requesting action under category "a" or "b" in **Part 2** of this application, you must complete and sign this application.

If you are the principal applicant who filed Form I-485 and you are now requesting action under category "c" in **Part 2** of this application, you must complete and sign this application.

Only the petitioner of the previously approved immigrant visa petition may file Form I-824, if action under category "d" or "e" is requested in Part 2. You must provide the A-Number (in Part 1 of the form) or the Receipt Number of the previously approved petition (in Part 3 of the form), and complete and sign this application

**Item Number 1. If you are the applicant or petitioner** of the previously approved application or petition, check the appropriate box, and provide the information as follows:

**NOTE:** If you are the petitioner as a company or organization, provide the information in **Part 1** of the form, if applicable.

# Item Numbers 2.a. - 2.c. Your Full Legal Name

Provide your full legal Family Name (*Last Name*), Given Name (*First Name*) and Middle Name. If you have two last names, include both names. If a company or organization is the petitioner on the previously approved petition, leave these spaces blank.

# Item Number 3. Company or Organization Name

If the petitioner on the previously approved petition is a company or organization, provide the entity's complete name.

# Item Number 4. Current/Recent Immigration Status

Provide your current or most recent immigration status.

in **Part 2., Item Number 1.a.** or **Item Number 1.b.** of this application, you must complete and sign this application.

**If you are the principal applicant** who filed Form I-485 and you are now requesting action in **Part 2., Item Number 1.c.** of this application, you must complete and sign this application.

Only the petitioner of the previously approved immigrant visa petition may file Form I-824, if action in **Part 2., Item Number 1.d.** or **Item Number 1.e.** is requested. You must provide the A-Number (in **Part 1., Item Number 6.** of the application) or the Receipt Number of the previously approved petition (in **Part 3., Item Number 1.b.** of this application), and complete and sign this application.

**Item Number 1. If you are the applicant or petitioner** of the previously approved application or petition, select the appropriate box, and provide all the requested information.

**NOTE:** If the petitioner is a company or organization, provide the entity's information in **Part 1.** of the application, if applicable.

Item Numbers 2.a. - 2.c. Your Full Legal Name. Provide your full legal family name (last name), given name (first name), and middle name. If you have two last names, include both names. If a company or organization is the petitioner on the previously approved petition, leave these spaces blank.

**Item Number 3. Company or Organization Name (if any).** If the petitioner on the previously approved petition is a company or organization, provide the entity's complete name.

**Item Number 4. Current/Recent Immigration Status.** Provide your current or most recent immigration status. If you are a U.S. citizen, type or print "N/A."

Item Number 5. Certificate of
Naturalization or Citizenship Number
If you are a naturalized U. S. citizen and
will check Box "a", "b", "d", or "e" in Part
2. Reason for Request, provide your
Certificate of Naturalization or Citizenship
Number.

# Item Number 6. Alien Registration Number (A-Number)

This is your Alien Registration Number (immigration file number). If you do not have an A-Number or do not know it, leave this space blank.

### Item Number 7. Date of Birth

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

**Item Number 8. Country of Birth** Provide the name of the country where you were born.

# Item Number 9. IRS Tax Number (if any)

If you are filing this application on behalf of a business or organization, provide the Internal Revenue Service Tax Number of the business or organization.

# Item Number 10. U. S. Social Security Number

If you are filing as an individual, provide your U.S. Social Security Number in the spaces provided. If you do not have a U.S. Social Security Number, leave the spaces blank.

Item Number 5. Certificate of Naturalization or Citizenship Number (if any). If you are a naturalized U. S. citizen and select Part 2., Item Number 1.a., Item Number 1.b., Item Number 1.d., or Item Number 1.e., provide your Certificate of Naturalization or Citizenship Number.

# Item Number 6. Alien Registration

**Number (A-Number) (if any).** This is your Alien Registration Number (immigration file number). If you do not have an A-Number or do not know it, leave this space blank.

**Item Number 7. Date of Birth.** Provide your date of birth in mm/dd/yyyy format (for example: May 1, 1979, should be written 05/01/1979).

**Item Number 8. Country of Birth.**Provide the name of the country where you were born.

**Item Number 9. Country of Citizenship or Nationality.** Provide the country of citizenship or nationality of the principal applicant or petitioner.

**Item Number 10. IRS Tax Number (if any).** If you are filing this application on behalf of a business or organization, provide the Internal Revenue Service (IRS) Tax Number of the business or organization.

**Item Number 11. U. S. Social Security Number.** If you are filing as an individual, provide your U.S. Social Security Number in the spaces provided. If you do not have a U.S. Social Security Number, leave the spaces blank.

Item Number 12. USCIS ELIS Account Number (if any). If you have previously filed an application, petition, or request using the USCIS Electronic Immigration System (USCIS ELIS), provide the USCIS ELIS Account Number you were issued by the system. The USCIS ELIS Account Number is **not** the same as an A-Number. If you were issued a USCIS ELIS Account Number, enter it in the space provided.

# Item Numbers 11.a. - 11.h. Physical Address

Provide your physical street address. This must include a street number and name or a rural route number. Do not provide a post office box (PO Box).

# Item Numbers 12.a. - 12.i. Mailing Address

Provide your mailing address, if different from your physical address.

# Item Numbers 13. - 15. Contact Information

Provide daytime and mobile telephone numbers (with area, country, and city codes, if applicable), and an E-mail address where you can be reached.

# Part 2. Reason for Request

For individuals filing this application with CBP: Check box "a" to request a duplicate of your Form I-192, Application for Advance Permission to Enter as Non-Immigrant, approval notice or your Form I-212, Application for Permission to Reapply for Admission into the United States After Deportation or Removal, approval notice if the original notice has been lost, stolen, or mutilated, or a duplicate of an indefinite waiver that was previously issued in conjunction with Form I-185, Nonresident Alien Canadian Border Crossing Card (BCC).

**NOTE:** If your Form I-192 approval notice expires in less than 6 months, please consider submitting a new Form I-192 application.

# For individuals filing this application with USCIS:

The reasons for requesting further action are listed below. Check the box that applies to your particular request. *(Check only one box.)* 

# If you are requesting:

**Item Numbers 13.a. - 13.i. Mailing Address.** Provide your mailing address, if different from your physical address.

**Item Numbers 14.a. - 14.h. Physical Address.** Provide your physical street address. This must include a street number and name or a rural route number. Do not provide a post office box (PO Box).

[Moved to Part 4., Item Numbers 3. – 5.]

Part 2. Reason for Request
For individuals filing this application
with CBP: Select Item Number 1.a. to
request a duplicate of your Form I-192,
Application for Advance Permission to
Enter as Nonimmigrant, approval notice or
your Form I-121, Application for
Permission to Reapply for Admission into
the United States After Deportation or
Removal, approval notice if the original
notice was lost, stolen, or mutilated, or a
duplicate of an indefinite waiver was
previously issued in conjunction with Form
I-185, Nonresident Alien Canadian Border
Crossing Card (BCC).

**NOTE:** If your Form I-192 approval notice expires in less than six months, please consider submitting a new Form I-192.

**For individuals filing this application with USCIS.** The reasons for requesting further action are listed below. Select the box that applies to your particular request (Select only one box).

**1.** A duplicate approval notice of the application or petition, **check box "a."** 

**NOTE:** The duplicate approval notice contains only the information regarding the approval as listed on the original Form I-797, Notice of Action. The duplicate approval notice does not include a copy of the previously approved application or petition; it only includes the Form I-797, Approval Notice.

A replacement Employment
Authorization Document (EAD) card,
Permanent Resident Card, travel
document or any other USCIS
authorization document will not
accompany the duplicate approval
notice.

- **2.** USCIS to notify a new U.S. consulate (different from that originally requested) through the U.S. Department of State's National Visa Center (NVC) or Kentucky Consular Center (KCC) concerning the approval of a nonimmigrant visa petition or to notify a new port-of-entry (different from that originally requested) concerning the approval of a waiver application, **check box "b."** If approved, USCIS will send information regarding the approval of your nonimmigrant visa petition to a new U.S. consulate through the NVC or the KCC, or the approval of your waiver application to a new port-of-entry different from that originally requested.
- **3.** USCIS to notify a U.S. consulate through the U.S. Department of State's National Visa Center (NVC) that your status has been adjusted to that of a permanent resident based on an approved Form I-485 application, **check box "c."** This will permit your spouse and/or child(ren) to apply for an immigrant visa and follow-to-join you in the United States.

# This notification is available if:

**1.** If you are requesting a duplicate approval notice of the application or petition, select **Item Number 1.a.** 

**NOTE:** The duplicate approval notice contains only the information regarding the approval as listed on the original Form I-797, Notice of Action. The duplicate approval notice does not include a copy of the previously approved application or petition; it only includes Form I-797.

NOTE: A replacement Employment Authorization Document (EAD) card, Permanent Resident Card, travel document or any other USCIS authorization document will not accompany the duplicate approval notice.

- **2.** If you are requesting USCIS to notify a new U.S. Consulate (different from that originally requested) through the U.S. Department of State's National Visa Center (NVC) or Kentucky Consular Center (KCC) concerning the approval of a nonimmigrant visa petition or to notify a new Port-of-Entry (different from that originally requested) concerning the approval of a waiver application, select **Item Number 1.b.** If approved, USCIS will send information regarding the approval of your nonimmigrant visa petition to a new U.S. Consulate through the NVC or the KCC, or the approval of your waiver application to a new Port-of-Entry different from that originally requested.
- **3.** If you are requesting USCIS to notify a U.S. Consulate through the NVC that your status was adjusted to that of a lawful permanent resident based on an approved Form I-485, select Item Number 1.c. This will permit your spouse and/or children to apply for an immigrant visa and follow-to-join you in the United States.

### This notification is available if:

**A.** An Immigration Judge or USCIS approved your lawful permanent

**B.** You wish to have your spouse or child(ren) follow-to-join you in the U.S. based on a previously approved Form I-485 that was based upon: **(1)** a family preference visa petition (Form I-130); **(2)** an employment based visa petition (Form I-140); or **(3)** a religious worker or VAWA (Form I-360) petition, or **(4)** a diversity case number.

**NOTE:** (1) This notification is not available if you have been issued an immigrant visa at a U.S. Embassy or consulate and have been admitted to the United States as a lawful permanent resident. You may contact the NVC for information on how to request follow-to-join benefits for your dependent(s). You may direct your inquiry by sending an email to <a href="NVCInquiry@state.gov">NVCInquiry@state.gov</a> or by writing to the National Visa Center, at:

National Visa Center ATTN: WC 31 Rochester Avenue Portsmouth, NH 03801-2909

- (2) This notification is not available if you have been admitted to the United States as a refugee or were granted status in the United States as an asylee. Please refer to the Form I-730, Refugee/Asylee Relative Petitions, for specific information on follow-to-join benefits for your spouse or unmarried child(ren) under 21 years of age.
- **(3)** Please note that the approval of a Form I-824 does not guarantee a visa will be granted by the U.S. Consulate overseas.
- **4.** USCIS to send your approved immigrant visa petition to the U.S. Department of State's National Visa Center (NVC), **check box** "**d.**"

**NOTE:** If the beneficiary has already gained lawful permanent status through the approval of a

resident status; and

- **B.** You wish to have your spouse or children follow-to-join you in the U.S. based on a previously approved Form I-485 that was based upon:
- **(1)** A family preference visa petition (Form I-130);
- **(2)** An employment-based visa petition (Form I-140);
- **(3)** A religious worker or VAWA (Form I-360) petition, or
- **(4)** A diversity case number.

### This notification is not available if:

A. You were issued an immigrant visa at a U.S. Embassy or U.S. Consulate and were admitted to the United States as a lawful permanent resident. You may contact the NVC for information on how to request follow-to-join benefits for your dependents. You may direct your Public Inquiry Form

http://travel.state.gov/content/visas/english/contact/ask-nvc.html
or by writing to the National Visa Center at:

National Visa Center ATTN: WC 31 Rochester Avenue Portsmouth, NH 03801-2909

B. You were admitted to the United States as a refugee or were granted status in the United States as an asylee. Please refer to Form I-730, Refugee/Asylee Relative Petitions, for specific information on follow-to-join benefits for your spouse or unmarried children under 21 years of age.

**NOTE:** The approval of Form I-824 does not guarantee a visa will be granted by the U.S. Consulate overseas.

**4.** If you are requesting USCIS to send your approved immigrant visa petition to the NVC, select **Item Number 1.d.** 

Form I-485, this option is no longer available.

**5.** USCIS to notify the U.S. Department of State that you have become a U.S. citizen through naturalization **check box "e."** 

**NOTE:** If you want to notify the Department of State that you have become a U.S. citizen through naturalization, you may do so by sending your request along with a copy of your naturalization certificate, without fee, *directly* to the National Visa Center, at:

National Visa Center ATTN: NZ 31 Rochester Avenue Portsmouth, NH 03801

### Part 3. Additional Information

Provide the information about the previously approved application or petition in **Item Numbers 1.a. - 1.d.** 

If you check Box "a", "b", "d", or "e" in **Part 2. Reason for Request**, provide the information in **Item Numbers 2.a.** - **4.i.** in **Part 3. Additional Information**, if applicable.

If you checked Box "c" in **Part 2. Reason for Request**, provide the requested information in **Item Numbers 5.a. - 10.** in **Part 3. Additional Information**, for each family member for whom you are requesting follow-to-join benefits.

### **Part 4. Signature of Applicant**

As the person filling out this application, you **must sign** and **date** the form. **If you do not sign the form, it will be returned to you as incomplete.** Read the section entitled "**Penalties**" in these instructions before signing the application.

**NOTE:** If the beneficiary has already gained lawful permanent **resident** status through the approval of Form I-485, this option is no longer available.

**5.** If you are requesting USCIS to notify DOS that you have become a U.S. citizen through naturalization, select **Item Number 1.e.** 

NOTE: If you want to notify DOS that you have become a U.S. citizen through naturalization, you may do so by attaching your naturalization certificate to the Public Inquiry Form, <a href="http://travel.state.gov/content/visas/english/contact/ask-nvc.html">http://travel.state.gov/content/visas/english/contact/ask-nvc.html</a>, or sending your request along with a copy of your naturalization certificate directly to the National Visa Center at:

National Visa Center ATTN: WC 31 Rochester Avenue Portsmouth, NH 03801

### Part 3. Other Information

Provide the information about the previously approved application or petition in **Item Numbers 1.a. - 1.d.** 

If you select **Part 2., Item Number 1.a., Item Number 1.b., Item Number 1.d.,** or **Item Number 1.e.,** provide the information in **Part 3., Item Numbers 2.a. - 4.i.,** if applicable.

If you select **Part 2., Item Number 1.c.,** provide the requested information in **Part 3., Item Numbers 5.a. - 34.,** for each family member for whom you are requesting follow-to-join benefits.

Part 4. Applicant's Statement, Contact Information, Certification, and Signature. Select the appropriate box to indicate that you either read this application yourself or someone interpreted this application for you from English to a

Part 5. Signature of Person Preparing This Form, If Other Than the Applicant If you, the applicant, did not fill out Form I-824, the person who filled out this form must also sign and date this form, and provide his or her complete address and contact information.

language in which you are fluent. If applicable, select the box to indicate if someone prepared this application for you. Further, you must sign and date your application and provide your daytime telephone number, mobile telephone number (if any), and email address (if any). Every application **MUST** contain the signature of the applicant (or parent or legal guardian, if applicable). A stamped or typewritten name in place of a signature is not acceptable.

Part 5. Interpreter's Contact Information, Certification, and Signature. If you used anyone as an interpreter to read the instructions and questions on this application to you in a language in which you are fluent, the interpreter must fill out this section, provide his or her name, the name and address of his or her business or organization (if any), his or her daytime telephone number, and his or her email address (if any). The interpreter must sign and date the application.

Part 6. Contact Information, Statement, Certification, and Signature of the Person Preparing this Application, If **Other Than the Applicant.** This section must contain the signature of the person who completed your application, if other than you, the applicant. If the same individual acted as your interpreter and your preparer, that person should complete both **Part 5.** and **Part 6.** If the person who completed this application is associated with a business or organization, that person should complete the business or organization name and address information. Anyone who helped you prepare this application **MUST** sign and date the application. A stamped or typewritten name in place of a signature is not acceptable. If the person who helped you prepare your application is an attorney or accredited representative, he or she must also submit a completed Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative or Form G-28I, Notice of Entry of Appearance as Attorney In Matters Outside the Geographical Confines of the United States, along with your application, if his or her representation extends beyond

		preparation of this application.
		Part 7. Additional Information. If you need extra space to provide any additional information within this application, use the space provided in Part 7. Additional Information. If you need more space than what is provided in Part 7., you may make copies of Part 7. to complete and file with your application, or attach a separate sheet of paper. Include your name and A-Number (if any) at the top of each sheet; indicate the Page Number, Part Number, and Item Number to which your answer refers; and sign and date each sheet.
		We recommend that you print or save a copy of your completed application to review in the future and for your records.
Page 6, Required		[Page 7]
Documentation		Required Documentation
	Attach copies, showing the front and back of the following documents, if available:	Attach copies, showing the front and back of the following documents, if applicable:
	<b>1.</b> A copy of the previously approved application or petition.	[Delete]
	<b>2.</b> A copy of Form I-797, Notice of Action, for the previously approved application or petition.	1. If you select <b>Part 2., Item Numbers</b> 1.a., 1.b., 1.c., or 1.d., provide a copy of Form I-797 for the previously approved application or petition; or
	<b>3.</b> A copy of Form N-550, Certificate of Naturalization.	2. If you select <b>Part 2., Item Number</b> 1.e., provide a copy of Form N-550, Certificate of Naturalization.
Page 6, What Is the Filing Fee?		[Page 7] What Is the Filing Fee?
	The filing fee for Form I824 is \$405.	The filing fee for Form I-824 is \$405.
	<b>NOTE:</b> The filing fee is not refundable, regardless of any action USCIS takes on this application. <b>DO NOT MAIL CASH.</b> You must submit all fees in the exact amounts.	<b>NOTE:</b> The filing fee is not refundable, regardless of any action USCIS takes on this application. <b>DO NOT MAIL CASH</b> . You must submit all fees in the exact amount.
	Use the following guidelines when you prepare your check or money order for the Form I-824 fee:	Use the following guidelines when you prepare your check or money order for the Form I-824 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 orders payable to **U.S. Department of Homeland Security.**

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

**3.** When applying with CBP, you must make your check or money order payable to U.S. Customs and Border Protection. 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. Certain CBP-designated ports-of-entry and certain CBP-designated preclearance offices may accept payment in the form of cash or credit cards.

We recommend that you contact the CBP-designated port-of-entry or CBP preclearance office where you intend to be processed for payment instructions. Please visit <a href="www.cbp.gov">www.cbp.gov</a> (go to the search box and type "Form I-824," or "I-824" or "824").

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

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- **4.** If you live outside the United States, contact the nearest U.S. Embassy or U.S. Consulate for instructions on the method of payment.

We recommend that you contact the CBP-designated Port-of-Entry or CBP preclearance office where you intend to be processed for payment instructions. Please visit <a href="www.cbp.gov">www.cbp.gov</a> (go to the search box and type "Form I-824," or "I-824" or "824").

Notice to Those Making Payment by Check. If you send us a check, USCIS will convert it 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 your bank will show it on your regular account statement.

You will not receive your original check back. We will destroy your original check,

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 USCIS to process the copy in place of your original check. If the EFT cannot be completed because of insufficient funds, USCIS may try to make the transfer up to two times.

but will keep a copy of it. If USCIS cannot process the EFT for technical reasons, you authorize us to process the copy in place of your original check. If USCIS cannot complete the EFT because of insufficient funds, we may try to make the transfer two additional times.

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

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

- **1.** Visit the USCIS Web site at <a href="https://www.uscis.gov">www.uscis.gov</a>, select "FORMS," and check the appropriate fee; or
- **2.** Call the USCIS National Customer Service Center at **1-800-375-5283** and ask for the fee information. For TDD (deaf or hard of hearing) call: **1-800-767-1833**.

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

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# Page 7, Where To File?

# For applicants filing with USCIS:

Please see our Web site at <a href="https://www.uscis.gov/i-824">www.uscis.gov/i-824</a> or call the USCIS National Customer Service Center at 1-800-375-5283 for the most current information about where to file this benefit request. For TDD (deaf or hard of hearing) call 1-800-767-1833.

### For applicants filing with CBP:

Please file this benefit request at a designated CBP land border port-of-entry or a CBP preclearance office listed on <a href="https://www.cbp.gov">www.cbp.gov</a> or mail to U.S. Customs and

# [Page 8]

# Where To File?

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	Initial Processing	
Page 7, Processing Information	Any Form I-824 that is not signed or accompanied by the correct fee will be rejected with a notice that Form I-824 is deficient. You may correct the deficiency and resubmit Form I-824.	Processing Information  Any Form I-824 that is not signed or accompanied by the correct fee will be rejected with a notice that Form I-824 is deficient. You may correct the deficiency and resubmit Form I-824.
Dago 7 Duo sassina	Do not send a Change of Address Request to USCIS or a USCIS Lockbox facility.	Do not send a Change of Address Request to USCIS or a USCIS Lockbox facility.
	E-mail address: Inquiry.waiver.aro@cbp.dhs.gov.	Email address: Inquiry.waiver.aro@cbp.dhs.gov.
	Mailing address: Please refer to www.cbp.gov for the most updated mailing address of the Admissibility Review Office.	Mailing address: Please refer to www.cbp.gov for the most updated mailing address of the Admissibility Review Office.
	If your application is pending with CBP: You may change your address by writing via regular mail or via e-mail to the Admissibility Review Office/U.S. Customs and Border Protection.	If your application is pending with CBP: You may change your address by writing via regular mail or via e-mail to the Admissibility Review Office/U.S. Customs and Border Protection.
	<b>NOTE:</b> Do not submit a change of address request to <b>USCIS Lockbox</b> facilities because <b>USCIS Lockbox</b> facilities do not process change of address requests.	<b>NOTE:</b> Do not submit a change of address request to USCIS Lockbox facilities because these facilities do not process change of address requests.
	You must inform USCIS if you change your address. For information on filing a change of address go to the USCIS Web site at <a href="https://www.uscis.gov/addresschange">www.uscis.gov/addresschange</a> or contact the USCIS National Customer Service Center at 1-800-375-5283. For TDD (deaf or hard of hearing) call: 1-800-767-1833.	You must notify USCIS if you change your address within 10 days of moving from your previous residence. For information on filing a change of address go to the USCIS Web site at <a href="https://www.uscis.gov/addresschange">www.uscis.gov/addresschange</a> or contact the USCIS National Customer Service Center at 1-800-375-5283. For TTY (deaf or hard of hearing) call: 1-800-767-1833.
	If you filed this application with USCIS:	If you filed this application with USCIS:
	Address Changes	Address Change
Page 7, Address Changes		[Page 8]
	Border Protection, Admissibility Review Office at the address specified on <a href="https://www.cbp.gov">www.cbp.gov</a> .	Protection, Admissibility Review Office at the address specified on <a href="https://www.cbp.gov">www.cbp.gov</a> .

Once Form I-824 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-824.

**Initial Processing.** Once USCIS accepts your application, we will check it for completeness, including submission of the required initial evidence. If you do not completely fill out this application or file it without required initial evidence, you will not establish a basis for your eligibility and USCIS may reject your application.

# 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. Requests for More Information. We may request that you provide more information or evidence to support your application. We may also request that you provide the originals of any copies you submit. USCIS will return any requested originals when they are no longer needed.

Requests for Interview. We may request that you appear at a USCIS office for an interview based on your application. At the time of any interview or other appearance at a USCIS office, we may require that you provide your fingerprints, photograph, and/or signature to verify your identity and/or update background and security checks.

### **Decision**

# **If you filed this application with USCIS:** USCIS will adjudicate your application.

The decision on Form I-824 involves a determination of whether you have established eligibility for the requested benefit. USCIS will notify you of the decision in writing.

**Decision.** The decision on Form I-824 involves a determination of whether you have established eligibility for the immigration benefit you are seeking. USCIS will notify you of the decision in writing.

# If you filed this application with CBP/ARO: ....

# Page 8, USCIS Forms and Information

# To ensure you are using the latest version of this form, visit the USCIS Web site at <a href="https://www.uscis.gov">www.uscis.gov</a> where you can obtain the latest USCIS forms and immigration-related information. You may order USCIS forms by calling our toll-free number at 1-800-870-3676. You may also obtain forms and information by calling our USCIS National Customer Service Center at 1-800-375-

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# **USCIS Forms and Information**

To ensure you are using the latest version of this application, visit the USCIS Web site at **www.uscis.gov** where you can obtain the latest USCIS forms and immigration-related information. If you do not have Internet access, you may order USCIS forms by calling our toll-free number at **1-800-870-3676**. You may also obtain forms and information by calling the USCIS National

	<b>5283</b> . For TDD (deaf or hard of hearing) call: <b>1-800-767-1833</b> .	Customer Service Center at <b>1-800-375- 5283</b> . For TTY (deaf or hard of hearing) call: <b>1-800-767-1833</b> .
	As an alternative to waiting in line for assistance at your local USCIS office, you can now schedule an appointment through USCIS' Intenet-based system, <b>InfoPass</b> . To access the system, visit the USCIS Web site. Use the <b>InfoPass</b> appointment scheduler and follow the screen prompts to set up your appointment. <b>InfoPass</b> generates an electronic appointment notice that appears on the screen.	Instead of waiting in line for assistance at your local USCIS office, you can now schedule an appointment through our online system, <b>InfoPass at infopass.uscis.gov</b> . Use the <b>InfoPass</b> appointment scheduler and follow the screen prompts to set up your appointment. <b>InfoPass</b> generates an electronic appointment notice that appears on the screen.
Page 8, Penalties		[Page 9]
	If you knowingly and willfully falsify or conceal a material fact or submit a false document with Form I-824, we will deny your Form I-824, and may deny any other immigration benefit.  In addition, you will face severe penalties provided by law, and may be subject to criminal prosecution.	Penalties  If you knowingly and willfully falsify or conceal a material fact or submit a false document with your Form I-824, we will deny your Form I-824, and may deny any other immigration benefit. In addition, you will face severe penalties provided by law, and may be subject to criminal prosecution.
Page 8, USCIS Privacy Act Statement		[Page 9]
	<b>AUTHORITIES:</b> The information requested on this application, and the associated evidence, is collected under the Immigration and Nationality Act, section 101.	AUTHORITIES: The information requested on this application, and the associated evidence, is collected under the Immigration and Nationality Act, section 101.
	<b>PURPOSE:</b> The primary purpose for providing the requested information on this form is to request further action on a previously approved application or petition.	<b>PURPOSE:</b> The primary purpose for providing the requested information on this application is to request further action on a previously approved application or petition.
	<b>DISCLOSURE:</b> The information you provide is voluntary. However, failure to provide the requested information, and any requested evidence, may delay a final decision or result in the denial of your benefit request.	<b>DISCLOSURE:</b> The information you provide is voluntary. However, failure to provide the requested information, and any requested evidence, may delay a final decision in your case or result in denial of your application.

**ROUTINE USES:** The information you provide on this benefit application may be shared with other federal, state, local, and foreign government agencies and authorized organizations in accordance with approved routine uses, as described in the associated published system of records notices [DHS/USCIS-001 - Alien File, Index, and National File Tracking System; the DHS/USCIS-007 - Benefits Information System: by DHS/CBP-006 - Automated Targeting System May; and DHS/CBP-011 - U.S. Customs and Border Protection TECS, which can be found at www.dhs.gov/privacy and www.state.gov].

**ROUTINE USES:** The Department of Homeland Security (DHS) may share the information you provide on this application with other Federal, state, local, and foreign government agencies and authorized organizations. DHS follows approved routine uses described in the associated published system of records notices [DHS-USCIS-001 - Alien File, Index, and National File Tracking System; DHS-USCIS-007 - Benefits Information System: DHS-CBP-006 - Automated Targeting System May; and DHS-CBP-011 - U.S. Customs and Border Protection TECS1 which you can find at www.dhs.gov/privacy and www.state.gov. DHS may also share the information, as appropriate, for law enforcement purposes or in the interest of national security.

# Page 8, 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 25 minutes per response, including the time for reviewing instructions, and completing and submitting the form. 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 Coordination Division, Office of Policy and Strategy, 20 Massachusetts Ave NW, Washington, DC 20529-2140. OMB No. 1615-0044. Do not mail your completed Form I-824 to this address.

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# **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 25 minutes per response, including the time for reviewing instructions, gathering the required documentation and information, completing the application, preparing statements, attaching necessary documentation, and submitting the application. 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 Coordination Division, Office of Policy and Strategy, 20 Massachusetts Ave NW, Washington, DC 20529-2140; OMB No. 1615-0044. **Do not mail your completed** Form I-824 to this address.