Table of Changes-INSTRUCTIONS Form I-565, Application for Replacement Naturalization/Citizenship Document 4/13/2016

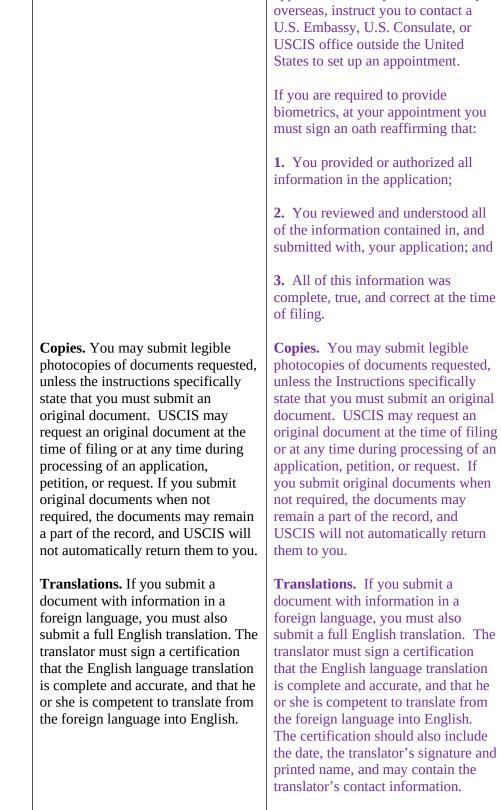
Page Number and Location	Current Text	Proposed Text
Page 1,		[Page 1]
What Is the		-
Purpose of Form		What Is the Purpose of Form N- 565?
N-565?	 Form N-565, Application for Replacement Naturalization/ Citizenship Document, is used to apply to U.S. Citizenship and Immigration Services (USCIS) for a replacement of a: Certificate of Naturalization; Certificate of Citizenship; Declaration of Intention; Repatriation Certificate; or To apply for a special certificate of naturalization to be recognized as a U.S. citizen by a foreign country. 	[No Change]
Page 1,		[Page 1]
Who May File Form N-565?		Who May File Form N-565?
	You may apply for a replacement if:	[No Change]
	 You were issued a Certificate of Naturalization, Certificate of Citizenship, Declaration of Intention, or Repatriation Certificate which was lost, stolen, destroyed, or mutilated; You were issued a Certificate of Naturalization, Certificate of Citizenship, Declaration or 	

Reason for Revision: Incorporation of Standard Language

incorrect due to typographical/ clerical error by USCIS;	
3. Your name was changed by marriage or by court order after the document was issued and you seek a document in your new name;	
4. You received your Certificate of Citizenship and afterwards you obtained a court order or a state-issued document that changes your date of birth and you seek a certificate with the new date of birth;	
5. You were issued a Certificate of Citizenship or a Certificate of Naturalization and your change of gender is legally recognized through a court order, a government-issued document, or a medical certification; or	
6. You are a naturalized citizen seeking a special certificate of naturalization for the purpose of a foreign country recognizing you as a citizen of the United States.	
USCIS will not change a name without evidence such as a marriage certificate, divorce decree, or court order. We will not change a date of birth on a Certificate of Citizenship without documentation such as a U.S. court order or state-issued documents.	
NOTE: USCIS cannot make any changes to an incorrect date of birth on a Naturalization Certificate if you reported an incorrect date on your Form N-400, Application for Naturalization, and then later swore to the facts of your application by signing Part 15. Signature at Interview.	

Page 2,		[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 you can download for free at <u>http://get.adobe.com/reader/</u> . If you do not have Internet access, you may call the 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.	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 you can download for free at <u>http://get.adobe.com/reader/</u> . If you do not have Internet access, you may call the 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.	[No Change]
	Filing Fee. Each application must be accompanied by the appropriate filing fee. (See the What Is the Filing Fee section of these Instructions.)	[No Change]
	Biometric Services Fee. If you file this application with USCIS, you do not need to include a biometric services fee at the time you submit it. If you are later notified that you must submit biometrics, you will receive a biometric services appointment notice with instructions on how to submit the additional biometric services fee. If you file this application with an agency other than USCIS, please check with that agency to determine if and when you must submit biometric services fees.	Biometric Services Fee. If you file this application with USCIS, you do not need to include a biometric services fee at the time you submit your application. If you are later notified that you must submit biometrics, you will receive a biometric services appointment notice with instructions on how to submit the additional biometric services fee. If you file this application with an agency other than USCIS, please check with that agency to determine if and when you must submit a

	biometric services fee.
Evidence. At the time of filing, you must submit all evidence and supporting documentation listed in the Initial Evidence section of these Instructions. For additional information, see the USCIS Policy Manual, Volume 12, Part K, Certificates of Citizenship and Naturalization at www.uscis.gov/policymanual .	[No Change]
Acknowledgement of Appointment at USCIS Application Support Center (ASC). Review the ASC Acknowledgement that appears in Part 9. of the application. The purpose of this ASC Acknowledgement is to confirm that you have completed your application, reviewed your responses, and affirmed that the information was provided by you and is complete, true, and correct. If someone helped you fill out your application, that person must review the ASC Acknowledgement with you to make sure you understand it.	[Deleted]
	Biometric Services Appointment. USCIS may require that you appear for an interview or provide fingerprints, photograph, and/or signature at any time to verify your identity, obtain additional information, and conduct background and security checks, including a check of criminal history records maintained by the Federal Bureau of Investigation (FBI), before making a decision on your application, petition, or request. After USCIS receives your application and ensures it is complete, we will inform you in writing if you need to attend a biometric services appointment. If an appointment is necessary, the notice will provide you the location of your local or designated USCIS Application Support Center (ASC)



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	How to Fill Out Form N-565	[No Change]
	1. Type or print legibly in black ink.	
	2. If you need extra space to complete any item within this application, 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.	
Page 3, Initial Evidence		[Page 3]
		Initial Evidence
	1. Photographs. You must submit two identical color photographs of yourself taken within 30 days of filing this application. The photos must have a white to off-white background, be printed on thin paper with a glossy finish, and be unmounted and unretouched. Passport-style photos must be 2" x 2". The photos must be in color with full face, frontal view on a white to off-white background. Head height should measure 1" to 1 3/8" from top of hair to bottom of chin, and eye height is between 1 1/8" to 1 3/8" from bottom of photo. Your head	Photographs. You must submit two identical color passport-style photographs of yourself taken within 30 days of filing this application. The photos must have a white to off-white background, be printed on thin paper with a glossy finish, and be unmounted and unretouched. The two identical color passport-style photos must be 2 by 2 inches. The photos must be in color with full face, frontal view on a white to off-white background. Head height should measure 1 to 1 3/8 inches from top of hair to bottom of chin, and eye height

must be bare unless you are wearing headwear as required by a religious denomination of which you are a member. Using a pencil or felt pen, lightly print your name and A- Number (if any) on the back of the photo.	is between 1 1/8 to 1 3/8 inches from bottom of photo. Your head must be bare unless you are wearing headwear as required by a religious denomination of which you are a member. Using a pencil or felt pen, lightly print your name and Alien Registration Number (A-Number) (if any) on the back of the photo.
2. If you are applying for replacement of a mutilated document, you must attach the mutilated document.	[No Change]
3. If you are applying for replacement of a document that is incorrect due to typographical/ clerical errors by USCIS, you must attach the incorrect document, complete Part 4.	3. If you are applying for replacement of a document that is incorrect due to typographical/ clerical errors by USCIS, you must attach the incorrect document, and complete Part 4 .
4. If you are applying for a new document because your name was changed, you must submit the original USCIS document and a copy of the marriage certificate or a certified copy of the complete document (such as a marriage certificate or certified copy of a court order, amended birth certificate, or amended passport) showing the name change, complete Part 5.	4. If you are applying for a new document because your name was changed, you must submit the original USCIS document and a copy of the marriage certificate or a certified copy of the complete document (such as a marriage certificate or certified copy of a court order, amended birth certificate, or amended passport) showing the name change, and complete Part 5.
5. If you are applying for a new Certificate of Citizenship because your date of birth has legally changed, you must submit the original USCIS document and the state-issued document or a certified copy of the complete document (court order) showing the date of birth change, complete Part 6 . State-issued documents may include birth certificate, certificate recognizing the foreign birth, certificate of birth abroad, or other similar state vital record issued by the child's state of residence. Only applicants applying for a new	5. If you are applying for a new Certificate of Citizenship because your date of birth has legally changed, you must submit the original USCIS document and the state-issued document or a certified copy of the complete document (court order) showing the date of birth change, and complete Part 6. State-issued documents may include birth certificate, certificate recognizing the foreign birth, certificate of birth abroad, or other similar state vital record issued by the child's state of residence. Only applicants applying for a new Certificate of Citizenship
Certificate of Citizenship may	may select this option.

	 such as psychologists, physician assistants, nurse practitioners, social workers, health practitioners, chiropractors, are not acceptable. Visit www.uscis.gov/N-565 for additional information. 7. If you are applying for a special certificate of naturalization to obtain recognition as a citizen of the United States by a foreign country, you must attach a copy of your naturalization certificate. NOTE: USCIS regulations require this special certificate when a foreign state requires proof of your citizenship for any legitimate purpose, except for admission to the foreign country or in processing their own immigration benefit requests. (Regulation is 8 CFR 343b.2.) 8. If your marital status has changed since you were last issued a document, you must submit your most recent marriage certificate, divorce decree, or spouse's death certificate. 	
Page 4, Specific Instructions	Part 9. Applicant's Statement, Contact Information, Acknowledgement of Appointment at USCIS Application Support Center, Certification, and Signature	[Page 4] Specific Instructions Part 9. Applicant's Statement, Contact Information, Certification, and Signature
	Item Numbers 1 6. Select the appropriate box to indicate that you either read this application yourself or someone interpreted this application for you from English to a language in which you are fluent. If applicable, select the box to indicate if someone prepared this application for you. You must also affirm that you have read and understand or that an interpreter or preparer read to	Item Numbers 1 6. Select the appropriate box to indicate whether you read this application yourself or whether you had an interpreter assist you. If someone assisted you in completing the application, select the box indicating that you used a preparer. Further, you must sign and date your application and provide your daytime telephone number, mobile telephone number (if any),

you, and you understand the Acknowledgement of Appointment at USCIS Application Support Center in Part 9. 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 10. Interpreter's Contact Information, Certification, and Signature

Item Numbers 1. - 6. 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 also certify that he or she has read the Acknowledgement of Appointment at USCIS Application Support Center in Part 9. to you in the same language in which you are fluent. The interpreter must sign and date the application.

Part 11. Contact Information, Statement, Certification, and Signature of the Person Preparing this Application, If Other Than the Applicant

Item Numbers 1. - 8. 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 10.** and **Part 11.** 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 10. Interpreter's Contact Information, Certification, and Signature

Item Numbers 1. - 7. 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, his or her mobile telephone number (if any), and his or her email address (if any). The interpreter must sign and date the application.

Part 11. Contact Information, Declaration, and Signature of the Person Preparing this Application, if Other Than the Applicant

Item Numbers 1. - 8. 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 10.** and **Part 11.** If the 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 vou prepare this application **MUST** sign and date the application. A stamped or typewritten name in place of a signature is not acceptable. Anyone who helped you prepare your application must also certify that he or she has read the Acknowledgement of Appointment at USCIS **Application Support Center** in **Part 9.** to you, and that you informed him or her that you understood the ASC Acknowledgement. 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, along with your application.

We recommend that you print or save a copy of your completed application to review in the future and for your records. We recommend that you review your copy of you completed application before you come to your biometric services appointment at a USCIS ASC. At your appointment, USCIS will permit you to complete the application process only if you are able to confirm, under penalty of perjury, that all of the information in your application is complete, true, and correct.

If you are not able to make that attestation in good faith at that time, USCIS will require you to return for another appointment.

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 complete 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 may be obliged to also submit a completed Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, along with your application.

We recommend that you print or save a copy of your completed application to review in the future and for your records. We recommend that you review your copy of **your** completed application before you come to your biometric services appointment at a USCIS **ASC.** At your appointment, USCIS will permit you to complete the application process only if you are able to confirm, under penalty of perjury, that all of the information in your application is complete, true, and correct. If you are not able to make that attestation in good faith at that time, USCIS will require you to return for another appointment.

Page 4, What Is the Filing		[Page 6]
What Is the Filing Fee?		What Is the Filing Fee?
	The filing fee for Form N-565 is \$345 .	The filing fee for Form N-565 is \$345.
	NOTE: There is no fee required if you select Item C. in Item Number 2. of Part 2. of the application. Visit <u>www.uscis.gov/N-565</u> for current and additional filing fee information.	NOTE: There is no fee required if you select Item C. in Item Number 2. of Part 2. of the application. Visit <u>www.uscis.gov/N-565</u> for current and additional filing fee information.
	NOTE: The filing fee is not refundable, regardless of any action USCIS takes on this application. DO NOT MAIL CASH. You must submit all fees in the exact amounts.	[No Change]
	Use the following guidelines when you prepare your check or money order for the Form N-565 filing fee:	Use the following guidelines when you prepare your check or money order for the Form N-565 filing 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	1. The check or money order must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency; and
	2. Make the check or money order payable to U.S. Department of Homeland Security.	2. Make the check or money order 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."	NOTE: Spell out U.S. Department of Homeland Security; do not use the initials "USDHS" or "DHS."
	Notice to Those Making Payment by Check. If you send us a check, 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.	[No Change]

You will not receive your original check back. We will destroy your original check, 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.	[No Change]
How to Check If the Fees Are Correct	How To Check If the Fees Are Correct
Form N-565 fee is current as of edition date in the lower right corner of this page. However, because USCIS fees change periodically, you can verify that the fees are correct by following one of the steps below.	Form N-565's filing fee is current as of the edition date in the lower left corner of this page. However, because USCIS fees change periodically, you can verify that the fees are correct by following one of the steps below.
1. Visit the USCIS Web site at <u>www.uscis.gov</u> , select "FORMS," and check the appropriate fee; or	[No Change]
 2. Call the USCIS National Customer Service Center at 1-800- 375-5283 and ask for fee information. For TTY (deaf or hard of hearing) call: 1-800-767-1833. 	
Fee Waiver	[No Change]
You may be eligible for a fee waiver under 8 CFR 103.7(c). If you believe you are eligible for a fee waiver, complete Form I-912, Request for Fee Waiver (or a written request) and submit it and any required evidence of your inability to pay the filing fee with this application. You can review the fee waiver guidance at <u>www.uscis.gov/feewaiver</u> .	

Page 5,		[Page 6]
Where to File?		Where to File?
	Please see our Web site at <u>www.uscis.gov/N-565</u> or call our National Customer Service Center at 1-800-375-5283 for the most current information about where to file this application. For TTY (deaf or hard of hearing) call: 1-800-767-1833 .	[No Change]
Page 5, Processing Information		[Page 7] Processing Information
	Rejection. USCIS will reject any application that is not signed or accompanied by the correct fee and will send you a notice that the application is deficient. You may correct the deficiency and resubmit the application. An application is not considered properly filed until the date that USCIS accepts it.	Rejection. USCIS will reject any application that is not signed or accompanied by the correct fee and will send you a notice that the application is deficient. You may correct the deficiency and resubmit the application. An application is not considered properly filed until the date that USCIS accepts it.
	Initial Processing. Once USCIS accepts your application, we will check it for completeness. If you do not completely fill out this application, you will not establish a basis for your eligibility and USCIS may reject or deny your application.	[No Change]
	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 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. If USCIS requests an original document from you, it will be returned to you after USCIS determines it no longer needs your original.
	Decision. If you establish eligibility for the document, USCIS will approve your application and issue the document. Where appropriate, a special certificate of naturalization will be forwarded to the U.S.	[No Change]

	Department of State for delivery to a foreign government official. If your application is denied, USCIS will notify you in writing of the reasons for the denial.	
Page 6, USCIS Forms and Information		[Page 7] USCIS Forms and Information
	To ensure you are using the latest version of this application, visit the USCIS Web site at <u>www.uscis.gov</u> 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 Customer Service Center at 1-800- 375-5283 . For TTY (deaf or hard of hearing) call: 1-800-767-1833 . Instead of waiting in line for assistance at your local USCIS office, you can now schedule an appointment through our online system, InfoPass , at infoPass appointment scheduler and follow the screen prompts to set up your appointment. InfoPass generates an electronic appointment notice that appears on the screen.	To ensure you are using the latest version of this application, visit the USCIS Web site at <u>www.uscis.gov</u> 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 the Forms Request Line at 1-800-870-3676 . You may also obtain forms and information by calling the USCIS National Customer Service Center at 1-800-375-5283 . For TTY (deaf or hard of hearing) call: 1-800-767-1833 . Instead of waiting in line for assistance at your local USCIS office, you can schedule an appointment online at <u>www.uscis.gov</u> . Select "Schedule an appointment online" and follow the screen prompts to set up your appointment. Once you finish scheduling an appointment, the system will generate an appointment notice for you.
Page 6, Penalties		[Page] Penalties
	If you knowingly and willfully falsify or conceal a material fact or submit a false document with your Form N-565, we will deny your Form N-565 and may deny any other immigration benefit. In addition, you will face severe penalties provided by law, and may be subject to criminal prosecution.	[No Change]

Daga 6	1	[Page 7]
Page 6,		[Page 7]
USCIS Privacy Act Statement		USCIS Privacy Act Statement
	AUTHORITIES: The information requested on this application, and the associated evidence, is collected pursuant to Immigration and Nationality Act sections 333, 341, 343 (codified as amended at 8 U.S.C. sections 1444, 1452, 1454) and 8 CFR sections 338.5, 343a.1.	AUTHORITIES: The information requested on this application, and the associated evidence, is collected under the Immigration and Nationality Act, sections 333, 341, 343 (codified as amended at 8 U.S.C. sections 1444, 1452, 1454) and 8 CFR sections 338.5, 343a.1.
	PURPOSE: The primary purpose for providing the requested information on this application is to request a replacement of your Declaration of Intention, Certificate of Naturalization, Certificate of Citizenship, Repatriation Certificate, or to apply for a special certificate of naturalization as a U.S. citizen for recognition by a foreign country. The information you provide is used to provide a replacement certificate if you are determined eligible.	PURPOSE: The primary purpose for providing the requested information on this application is to request a replacement of your Declaration of Intention, Certificate of Naturalization, Certificate of Citizenship, Repatriation Certificate, or to apply for a special certificate of naturalization as a U.S. citizen for recognition by a foreign country. The information you provide is used to provide a replacement certificate if you are determined eligible.
	DISCLOSURE: 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.	DISCLOSURE: 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 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-007 - Benefits Information System and DHS-USCIS-001 - Alien File, Index, and National File Tracking System of Records] which you can find at www.dhs.gov/privacy. DHS may	ROUTINE USES: 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-007 - Benefits Information System and DHS/USCIS-001 - Alien File, Index, and National File Tracking System of Records] which you can find at www.dhs.gov/privacy . DHS may also share the information, as

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	also share the information, as	appropriate, for law enforcement
	appropriate, for law enforcement	purposes or in the interest of national
	purposes or in the interest of national	security.
	security.	
Page 6,		[Page 8]
Paperwork		Paperwork Reduction Act
Reduction Act		
	An agency may not conduct or	An agency may not conduct or
	sponsor an information collection,	sponsor an information collection,
	and a person is not required to	and a person is not required to
	respond to a collection of	respond to a collection of
	information, unless it displays a	information, unless it displays a
	currently valid OMB control	currently valid Office of Management
	number. The public reporting burden	and Budget (OMB) control number.
	for this collection of information is	The public reporting burden for this
	estimated at 55 minutes per response	collection of information is estimated
	in paper format, including the time	at 55 minutes per response, including
	for reviewing instructions, gathering	the time for reviewing instructions,
	the required documentation and	gathering the required documentation
	information, completing the	and information, completing the
	application, attaching necessary	application, preparing statements,
	documentation, and submitting the	attaching necessary documentation,
	application. Send comments	and submitting the application. Send
	regarding this burden estimate or any	comments regarding this burden
	other aspect of this collection of	estimate or any other aspect of this
	information, including suggestions	collection of information, including
	for reducing this burden, to: U.S.	suggestions for reducing this burden,
	Citizenship and Immigration	to: U.S. Citizenship and Immigration
	Services, Regulatory Coordination	Services, Regulatory Coordination
	Division, Office of Policy and	Division, Office of Policy and
	Strategy, 20 Massachusetts Ave NW,	Strategy, 20 Massachusetts Ave NW,
	Washington, DC 20529-2140; OMB	Washington, DC 20529-2140; OMB
	No. 1615-0091. Do not mail your	No. 1615-0091. Do not mail your
	completed Form N-565 to this	completed Form N-565 to this
	address.	address.
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