

TABLE OF CHANGES – INSTRUCTIONS
Form N-400, Application for Naturalization
OMB Number: 1615-0052
Date: 10/18/2016

Reason for Revision: Updates are required for Form N-400 due to a Fee Increase.

Current Page Number and Section	Current Text	Proposed Text
<p>Page 14, What Is the Filing Fee?</p>	<p>The filing fee for Form N-400 is \$595. A biometric services fee of \$85 is also required for applicants under 75 years of age when filing Form N-400 regardless of where you live and whether you are filing from within the United States or abroad.</p> <p>NOTE: No filing fee is required for military applicants filing under section 328 or 329 of the INA.</p> <p>Biometric Services Fee Exceptions You do not have to pay a biometric services fee if:</p> <ol style="list-style-type: none"> 1. You are 75 years of age or older; or 2. You are filing under the military provisions, Section 328 or 329 of the INA. <p>USCIS cannot accept a biometric services fee if you are not required to pay a biometric services fee.</p> <p>Rejected Applications</p> <p>USCIS will reject your Form N-400 if you submit the incorrect fee or an incorrect payment method. USCIS also will reject your Form N-400 if you include payment for more than what you are required to pay.</p> <p>In the event USCIS rejects your application, we will return any filing fees with your application.</p> <p>Use the following guidelines when you are paying for your applicatio--n. You must:</p> <ol style="list-style-type: none"> 1. Pay for each application using a 	<p>The filing fee for Form N-400 is \$640. A biometric services fee of \$85 is also required for applicants under 75 years of age when filing Form N-400 regardless of where the applicant lives and whether the applicant is filing from within the United States or abroad.</p> <p>NOTE: No filing fee is required for military applicants filing under section 328 or 329 of the INA.</p> <p>Biometric Services Fee Exceptions You do not have to pay a biometric services fee if:</p> <ol style="list-style-type: none"> 1. You are 75 years of age or older; or 2. You are filing under the military provisions, Section 328 or 329 of the INA. <p>USCIS cannot accept a biometric services fee if you are not required to pay a biometric services fee.</p> <p>Rejected Applications</p> <p>USCIS will reject your Form N-400 if you submit the incorrect fee or an incorrect payment method. USCIS also will reject your Form N-400 if you include payment for more than what you are required to pay.</p> <p>In the event USCIS rejects your application, we will return any filing fees with your application.</p> <p>Use the following guidelines when you are paying for your application. You must:</p> <ol style="list-style-type: none"> 1. Pay for each application using a

	<p>single payment method (check, money order, or credit card) and not a combination of methods; and</p> <p>2. Use the same payment method for all applications that are mailed together.</p> <p>NOTE: You must submit all fees in the exact amounts. The filing fee and biometric services fee are not refundable, regardless of any action USCIS takes on this application. DO NOT MAIL CASH.</p> <p>Payments By Check or Money Order Use the following guidelines when you prepare your checks or money orders for the Form N-400 filing fee and biometric services fee:</p> <p>1. The checks or money orders must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency; and</p> <p>2. Make the checks or money orders payable to U.S. Department of Homeland Security.</p> <p>NOTE: Spell out U.S. Department of Homeland Security; do not use the initials “USDHS” or “DHS.”</p> <p>3. If you live outside the United States, contact the nearest U.S. Embassy or U.S. Consulate for instructions on the method of payment.</p> <p>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 photocopy 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.</p> <p>You will not receive your original check back. We will destroy your original check, but will keep a photocopy of it. If USCIS cannot process the EFT for technical reasons, you authorize us to process the photocopy in place of your original check.</p>	<p>single payment method (check, money order, or credit card) and not a combination of methods; and</p> <p>2. Use the same payment method for all applications that are mailed together.</p> <p>NOTE: You must submit all fees in the exact amounts. The filing fee and biometric services fee are not refundable, regardless of any action USCIS takes on this application. DO NOT MAIL CASH.</p> <p>Payments By Check or Money Order Use the following guidelines when you prepare your checks or money orders for the Form N-400 filing fee and biometric services fee:</p> <p>1. The check or money orders must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency; and</p> <p>2. Make the checks or money orders payable to U.S. Department of Homeland Security.</p> <p>NOTE: Spell out U.S. Department of Homeland Security; do not use the initials “USDHS” or “DHS.”</p> <p>3. If you live outside the United States, contact the nearest U.S. Embassy or U.S. Consulate for instructions on the method of payment.</p> <p>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 photocopy 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.</p> <p>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 your check is</p>
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	<p>If USCIS cannot complete the EFT because of insufficient funds, we may try to make the transfer two additional times.</p> <p>Payments by Credit Card</p> <p>Use the following guidelines when you complete Form G-1450 to pay your Form N-400 fees by credit card:</p> <ol style="list-style-type: none"> 1. Make sure to complete all three sections of the authorization and sign your authorization; and <p>NOTE: Failure to provide the requested information may result in USCIS and your financial institution not accepting the payment. USCIS cannot process credit card payments without an authorized signature.</p> <ol style="list-style-type: none"> 2. Place your Form G-1450 ON TOP of your Form N-400. <p>Notice to Those Making Payment by Credit Card</p> <p>If you submit Form G-1450, USCIS will use the information you provide to process a credit card payment through the Department of Treasury Pay.gov Collections Control Panel (CCP). CCP is a Web-based application that allows government agencies to process payments by credit or debit cards.</p> <p>After USCIS processes your Form G-1450, we will destroy your authorization, regardless if USCIS approves or denies your application. USCIS will reject your application for lack of payment if your credit card is declined. USCIS will not attempt to process your credit card payment again.</p> <p>If you receive an insufficient funds notice, USCIS will send you instructions on how to re-submit your filing fee, biometrics services fee, and penalty fee. Do not send a new Form G-1450 for the fees to the address where you filed your Form N-400. USCIS will return it to you.</p>	<p>returned as unpayable, USCIS will re-submit the payment to the financial institution one time. If the check is returned as unpayable a second time, we will reject your application and charge you a returned check fee.</p> <p>Payments by Credit Card</p> <p>Use the following guidelines when you complete Form G-1450 to pay your Form N-400 fees by credit card:</p> <ol style="list-style-type: none"> 1. Make sure to complete all three sections of the authorization and sign your authorization; and <p>NOTE: Failure to provide the requested information may result in USCIS and your financial institution not accepting the payment. USCIS cannot process credit card payments without an authorized signature.</p> <ol style="list-style-type: none"> 2. Place your Form G-1450 ON TOP of your Form N-400. <p>Notice to Those Making Payment by Credit Card</p> <p>If you submit Form G-1450, USCIS will use the information you provide to process a credit card payment through the Department of Treasury Pay.gov Collections Control Panel (CCP). CCP is a Web-based application that allows government agencies to process payments by credit or debit cards.</p> <p>After USCIS processes your Form G-1450, we will destroy your authorization, regardless if USCIS approves or denies your application. USCIS will reject your application for lack of payment if your credit card is declined. USCIS will not attempt to process your credit card payment again.</p> <p>[Deleted]</p>
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	<p>You must use a single credit card to pay all fees on an individual application. For more information about Form G-1450 and credit card payments for Form N-400, please visit www.uscis.gov/N-400 or review the frequently asked questions, Pay Your N-400 Application Fee with a Credit Card, at http://www.uscis.gov/forms/fingerprints/pay-your-n-400-application-fee-your-credit-card.</p> <p>How To Check If the Fees Are Correct Form N-400 filing fee and biometric services fee are 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.</p> <ol style="list-style-type: none"> 1. Visit the USCIS website at www.uscis.gov, select “FORMS,” and check the appropriate fee; or 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. 	<p>You must use a single credit card to pay all fees on an individual application. For more information about Form G-1450 and credit card payments for Form N-400, please visit www.uscis.gov/N-400 or review the frequently asked questions, Pay Your N-400 Application Fee with a Credit Card, at http://www.uscis.gov/forms/fingerprints/pay-your-n-400-application-fee-your-credit-card.</p> <p>How To Check If the Fees Are Correct Form N-400’s filing fee and biometric services fee are 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.</p> <ol style="list-style-type: none"> 1. Visit the USCIS website at www.uscis.gov, select “FORMS,” and check the appropriate fee; or 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. <p>Fee Reduction</p> <p>You may be eligible for a fee reduction. To qualify for the reduced fee, your household income must be greater than 150 percent and not more than 200 percent of the Federal Poverty Guidelines, at the time of filing, based on your household size. The Federal Poverty Guidelines are established by the Secretary of the Department of Health and Human Services annually. To obtain information on the current Federal Poverty Guidelines, visit our website at www.uscis.gov/I-942P and review Form I-942P, Income Guidelines for Reduced Fees.</p> <p>If you believe you are eligible for a fee reduction, complete Form I-942, Request for Reduced Fee, and submit it and any required evidence to support your request with this application. If you are under 75 years of age, there is no reduction available for the biometric services fee. If your request for reduced fee is approved, you will pay \$320 plus \$85 for a total payment</p>
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	<p>Fee Waiver</p> <p>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 www.uscis.gov/feewaiver.</p> <p>Re-Filing Form N-400</p> <p>If USCIS denied your previously filed Form N-400 and you are filing a new Form N-400, you must pay the full amount. Otherwise, USCIS will not accept your Form N-400. USCIS cannot apply a previously submitted filing fee amount to a newly filed Form N-400.</p>	<p>of \$405. You do not have to pay a biometric services fee if you are 75 years of age or older.</p> <p>NOTE: USCIS cannot accept a biometric services fee if you are not required to pay a biometric services fee. USCIS will reject your Form N-400 if you submit the incorrect fee or if you attach payment for more than what you are required to pay. In such a case, USCIS will return any filing fees you submitted with your Form N-400.</p> <p>Fee Waiver</p> <p>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 www.uscis.gov/feewaiver.</p> <p>Re-Filing Form N-400</p> <p>If USCIS denied your previously filed Form N-400 and you are filing a new Form N-400, you must pay the full amount. Otherwise, USCIS will not accept your Form N-400. USCIS cannot apply a previously submitted filing fee amount to a newly filed Form N-400.</p>
<p>Page 16, Processing Information</p>	<p>Any Form N-400 that is not signed or accompanied by the correct filing fee and biometric services fee will be rejected. Any application that is not completed in accordance with these Instructions, is missing pages, or otherwise not executed in its entirety, or is not accompanied by the required initial evidence, may also be rejected. If your Form N-400 is rejected, the application and any fees will be returned to you and you will be notified why the application is considered deficient. You may correct the deficiency and resubmit Form N-400. An application is not considered properly filed until accepted by USCIS.</p> <p>Initial Processing. Once USCIS accepts</p>	<p>Any Form N-400 that is not signed or accompanied by the correct filing fee and biometric services fee will be rejected. Any application that is not completed in accordance with these Instructions, is missing pages, or otherwise not executed in its entirety, or is not accompanied by the required initial evidence, may also be rejected. If your Form N-400 is rejected, the application and any fees will be returned to you and you will be notified why the application is considered deficient. You may correct the deficiency and resubmit Form N-400. An application is not considered properly filed until accepted by USCIS.</p> <p>Initial Processing. Once USCIS accepts</p>

	<p>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.</p> <p>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.</p> <p>NOTE: If you submit original documents when not required or requested by USCIS, your original documents may be immediately destroyed upon receipt.</p> <p>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.</p> <p>Decision. The decision on Form N-400 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.</p>	<p>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.</p> <p>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.</p> <p>[Deleted]</p> <p>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.</p> <p>Decision. The decision on Form N-400 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.</p>
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