



Instructions for Request for Hearing on a Decision in Naturalization Proceedings Under Section 336

Department of Homeland Security
U.S. Citizenship and Immigration Services

USCIS
Form N-336
OMB No. 1615-0050
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What Is the Purpose of Form N-336?

You should use Form N-336, Request for a Hearing on a **Decision** in Naturalization **Proceedings under Section 336**, to request a hearing before an immigration officer on the denial of your Form N-400, Application for Naturalization.

When Should You File Form N-336?

You should file your request for a hearing (Form N-336) within 30 calendar days of receiving the decision denying your Form N-400.

Generally, USCIS will reject a request that is not timely filed. USCIS will not refund the filing fee if Form N-336 is rejected because it was not timely filed. However, if you do not timely file your request for a hearing, but it meets the requirements for a motion to reopen or motion to reconsider, USCIS will reopen or reconsider your case and send you a decision.

Supporting Documents. You may submit any additional documents or briefs to support your Form N-336 at the time of filing your Form N-336 or at the time of your Form N-336 hearing.

General Instructions

USCIS provides forms free of charge through the USCIS website. 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 <http://get.adobe.com/reader/>.

Signature. Each request must be properly signed and filed. For all signatures on this request, USCIS will not accept a stamped or typewritten name in place of a **signature. A legal guardian may also sign for a mentally incompetent person. If the request is not signed or if the requisite signature on the request is not valid, USCIS will reject the request. See 8 CFR 103.2(a)(7)(ii)(A). If USCIS accepts a request for adjudication and determines that it has a deficient signature, USCIS will deny the request.**

Validity of Signatures. USCIS will consider a photocopied, faxed, or scanned copy of the original handwritten signature valid for filing purposes. The photocopy, fax, or scan must be of the original document containing the handwritten ink signature.

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

Biometric Services Appointment. USCIS may require that you appear for an interview or provide **biometrics** 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 or petition.** After USCIS receives your request and ensures it is complete, we will inform **you** if you need to attend a biometric services appointment. If an appointment is necessary, the notice will provide you the **location, date, and time of your appointment. If you are outside the United States, the notice will provide you with instructions for completing and submitting biometrics from outside the United States.**

If you are required to provide biometrics, at your appointment you must sign an oath reaffirming that:

1. You provided or authorized all information in the request,
2. You reviewed and understood all of the information contained in, and submitted with, your request, and
3. All of this information was complete, true, and correct at the time of filing.

If you fail to attend your biometric services appointment, USCIS may deny your request.

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 or petition**. If **USCIS requests an original document from you, it will be returned to you after USCIS determines it no longer needs your original.**

NOTE: If you submit original documents when not required or requested by USCIS, **your original documents may be immediately destroyed after we receive them.**

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. The certification must **also** include the translator's signature, **printed name, the date of signature,** and the translator's contact information.

How To Fill Out Form N-336

1. Type or print legibly in black ink.
2. If you need extra space to complete any item within this request, use the space provided in **Part 8. Additional Information** or attach a separate sheet of **paper**. **Type** or print your name and Alien Registration Number (**A-Number**) 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. Provide your Alien Registration Number (A-Number) on the top right corner of each page. Your A-Number is located on your Permanent Resident Card (formerly known as the Alien Registration or **Green Card**). The A-Number on your card consists of seven to nine numbers, depending on when your record was created. If the A-Number on your card has fewer than nine numbers, place enough zeros before the first number to make a total of nine numbers on Form N-336. For example, type or print number A1234567 as A001234567, or type or print number A12345678 as A012345678.

Specific Instructions

This request is divided into nine parts.

Part 1. Information About You, the Naturalization Applicant

Item Number 1. Current Legal Name. Your current legal name is the name on your birth certificate unless it has been changed after birth by a legal action such as a marriage or court order. Do not provide a nickname.

Item Number 2. Other Names Used (if any). **Provide** all other names you have ever used, including aliases, maiden name, and nicknames. If you need extra space to complete this section, use the space provided in **Part 8. Additional Information**.

Item Number 3. Date of Birth. Provide your date of birth in the mm/dd/yyyy format. For example, type or print May 1, 1958, as 05/01/1958.

Item Number 4. USCIS Online Account Number (if any). If you have previously filed an **application or petition** using the USCIS online filing system (previously called USCIS Electronic Immigration System (USCIS ELIS)), provide the USCIS Online Account Number you were issued by the system. You can find your USCIS Online Account Number by logging in to your account and going to the profile page. If you previously filed certain **applications or petitions** on a paper form **through** a USCIS Lockbox facility, you may have received a USCIS Online Account Access Notice issuing you a USCIS Online Account Number. **You may find your USCIS Online Account Number at the top of the notice. The USCIS Online Account Number is not the same as an A-Number. If you were issued a USCIS Online Account Number, enter it in the space provided.**

Item Number 5. Physical Address. Provide the address where you now reside. If you received benefits under the Violence Against Women Act (VAWA) you may provide your safe address. Do not provide a Post Office (PO) Box number here unless that is your **ONLY** address.

If you reside outside the United States: If you do not have a State or Province, enter the name of your city again in that box. If you do not have a ZIP or Postal Code, enter 00000 in the ZIP or Postal Code box.

Item Number 6. Mailing Address. Provide your mailing address even if it is the same as your home address. Provide “In Care Of Name” information, if applicable. You must type or print something in every box, except an apartment number or “In Care Of Name” if you do not have one, within “Mailing Address.”

NOTE: USCIS may not be able to contact **you or notify you of your hearing date if** you do not provide a complete and valid issued the denial.

If your N-336 is rejected, USCIS may not be able to return the filing fee for Form N-336 to you if you do not type or print a complete and valid address. If USCIS cannot return the filing fee, USCIS will cash your check.

Item Number 7. Contact Information. Enter your contact information in **Items A. - B.**

Part 2. Information About Form N-400 Denial On Which You (the Naturalization Applicant) Are Requesting a Hearing

Item Number 1. Form N-400 Receipt Number. Provide the Form N-400 receipt number for which you are requesting a hearing. The receipt number is located on the receipt notice you received after you filed your Form N-400 with USCIS. It appears in the upper left corner of your notice.

Item Number 2. Date of Form N-400 Denial Notice (mm/dd/yyyy). Provide the date that USCIS denied your Form N-400.

Item Number 3. USCIS Office That Issued Form N-400 Denial Notice. Provide the location of the USCIS local office that issued the denial.

Part 3. Biographic Information

Provide the biographic information requested in **Part 3., Item Numbers 1. - 6.** Providing this information as part of your request may reduce the time you spend at your USCIS ASC appointment as described in the **Biometric Services Appointment** section of these Instructions.

Item Numbers 1. - 2. Ethnicity and Race. Select the boxes that best describe your ethnicity and race.

Categories and Definitions for Ethnicity and Race

- 1. Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. (**NOTE:** This category is only included under Ethnicity in **Part 3., Item Number 1.**)
- 2. American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

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3. **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
 4. **Black or African American.** A person having origins in any of the black racial groups of Africa.
 5. **Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
 6. **White.** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Item Number 3. Height. Select the values that best match your height in feet and inches. For example, if you are five feet and nine inches, select “5” for feet and “09” for inches. Do not enter your height in meters or centimeters.

Item Number 4. Weight. Enter your weight in pounds. If you do not know your weight, or need to enter a weight under 30 pounds or over 699 pounds, enter “000.” Do not enter your weight in kilograms.

Item Number 5. Eye Color. Select the box that best describes the color of your eyes.

Item Number 6. Hair Color. Select the box that best describes the color of your hair.

Part 4. Reason You Are Requesting a Hearing

Provide the reasons you are requesting a hearing on your denied Form N-400. You may attach additional documents or briefs to support your Form N-336.

Part 5. Naturalization Applicant’s Statement, Contact Information, Certification, and Signature

Item Numbers 1 - 6. Select the appropriate box to indicate whether you read this request yourself or whether you had an interpreter assist you. If someone assisted you in completing the request, select the box indicating that you used a preparer. Further, you must sign and date your request and provide your daytime telephone number, mobile telephone number (if any), and email address (if any). Every request **MUST** contain the signature of the naturalization applicant (or legal guardian, surrogate, or designated representative, if applicable). A stamped or typewritten name in place of a signature is not acceptable.

Part 6. 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 request 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 request.

Part 7. Contact Information, Declaration, and Signature of the Person Preparing this Request, if Other Than the Naturalization Applicant

Item Numbers 1 - 8. This section must contain the signature of the person who completed your request, if other than you, the naturalization applicant. If the same individual acted as your interpreter **and** your preparer, that person should complete both **Part 6** and **Part 7**. If the person who completed this request 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 request **MUST** sign and date the request. A stamped or typewritten name in place of a signature is not acceptable. If the person who helped you prepare your request is an attorney or accredited **representative**, he or she may **also need to** submit a completed Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, along with your request.

Part 8. Additional Information

Item Numbers 1 - 6. If you need extra space to provide any additional information within this request, use the space provided in **Part 8. Additional Information**. If you need more space than what is provided in **Part 8.**, you may make copies of **Part 8.** to complete and file with your request, or attach a separate sheet of paper. Type or print 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 request to review in the future and for your records. If USCIS requires you to attend a biometric services appointment, we recommend that you review your copy of your completed request before you go to your biometric services appointment. At your appointment, USCIS will permit you to complete the request process only if you are able to confirm, under penalty of perjury, that all of the information in your request 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.

What Is the Filing Fee?

The filing fee for Form N-336 is **\$700**. **If you receive a notice to appear for a biometric services appointment, you may also be required to pay the \$85 biometric services fee.**

NOTE: Members or veterans of any branch of the U.S. Armed Forces do not need to pay a filing fee to file Form N-336 if they have filed Form N-400 **under the military naturalization provisions of the Immigration and Nationality Act (sections 328 or 329)** and their Form N-400 has been denied.

NOTE: The filing fee is not refundable, regardless of any action USCIS takes on this request. **DO NOT MAIL CASH.** You must submit all fees in the exact amounts.

Payments by Check or Money Order

Use the following guidelines when you prepare your check or money order for the Form N-336 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**
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.”

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.

Notice to Those Paying by Check. If you send **USCIS** a check, **we** 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, 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 returned as unpayable, **we** 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 request and charge you a returned check fee.

Payments by Credit Card

If you are filing your request at a USCIS Lockbox facility, you can pay your filing fee using a credit card. Please see Form G-1450, Authorization for Credit Card Transactions, at www.uscis.gov/G-1450 for more information.

How To Check If the Fees Are Correct

Form N-336'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 **fee is** correct by following one of the steps below.

1. Visit the USCIS website at www.uscis.gov, select "FORMS," and check the appropriate fee; or
2. Visit the USCIS **Contact Center** at www.uscis.gov/contactcenter to get answers to your questions and connect with a **live USCIS representative**. The USCIS Contact Center provides information in English and Spanish. For TTY (deaf or hard of hearing) call: **1-800-767-1833**.

Fee Waiver

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 request. You can review the fee waiver guidance at www.uscis.gov/feewaiver.

Attorney or Accredited Representative

You may be represented, at no expense to the U.S. Government, by an attorney or other duly accredited representative. Your representative must submit Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, with your Form N-336. Your representative may also submit Form G-28 at the time of your interview. Form G-28 can be obtained by visiting the USCIS website at www.uscis.gov, calling our toll-free number at **1-800-870-3676**, or by contacting the USCIS **Contact Center** at **1-800-375-5283**. For TTY (deaf or hard of hearing) call: **1-800-767-1833**.

Where To File?

Please see our website at www.uscis.gov/N-336 or visit the USCIS **Contact Center** at www.uscis.gov/contactcenter to connect with a USCIS representative for the most current information about where to file this request. The USCIS **Contact Center** provides information in English and Spanish. For TTY (deaf or hard of hearing) call: **1-800-767-1833**.

Address Change

A naturalization **applicant must** notify USCIS of his or her new address within 10 days of moving from his or her previous residence. For information on filing a change of address, go to the USCIS website at www.uscis.gov/addresschange or reach out to the USCIS **Contact Center** at www.uscis.gov/contactcenter for help. The USCIS **Contact Center** provides information in English and Spanish. For TTY (deaf or hard of hearing) call: **1-800-767-1833**.

NOTE: Do not submit a change of address request to USCIS Lockbox facilities because the Lockbox does not process change of address requests.

Processing Information

USICS will reject any Form N-336 that is not signed or accompanied by the correct fee, except those accompanied by a fee waiver request (Form I-912, Request for Fee **Waiver**). A Form N-336 that is not completed according to these Instructions, is missing pages or otherwise not executed in its entirety may be rejected or delayed. If USCIS rejects your Form N-336 for any of the reasons above, the form and any fees will be returned to you if you provide a complete mailing address, and you will be notified why the form is considered deficient. You may correct the deficiency and **refile Form N-336**. An application, petition, or request is not considered properly filed until accepted by USCIS.

Initial Processing. Once USCIS accepts your request we will check it for completeness. If you do not completely fill out **your** request, you will not establish a basis for your eligibility and USCIS may reject or deny your request.

Requests for More Information. USCIS may request that you provide more information or evidence to support your request. We may also request that you provide the originals of any copies you submit. **If we request an original document from you, it will be returned to you after USCIS determines it no longer needs your original.**

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

Decision. The decision on Form N-336 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.

USCIS Forms and Information

To ensure you are using the latest version of this request, visit the USCIS website 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 the **USCIS Contact Center at 1-800-375-5283**. **The USCIS Contact Center provides information in English and Spanish.** For TTY (deaf or hard of hearing) call: **1-800-767-1833**.

Penalties

If you knowingly and willfully falsify or conceal a material fact or submit a false document with your Form N-336, we will deny your Form N-336 and may deny any other immigration benefit. In addition, you will face severe penalties provided by law and may be subject to criminal prosecution.

DHS Privacy Notice

AUTHORITIES: The information requested on this **form**, and the associated evidence, is collected under the Immigration and Nationality **Act Section 336**.

PURPOSE: The primary purpose for providing the requested information on this **form** is **for individuals to request a hearing before an immigration officer on the denial of Form N-400**. DHS will use the information you provide to grant or deny the **service** you are seeking.

DISCLOSURE: 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 denial of your **form**.

ROUTINE USES: DHS may share the information you provide on this **form** 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/ICE/CBP-001 Alien File, Index, and National File Tracking System and DHS/USCIS-007 Benefits Information System, and DHS/USCIS-018 Immigration Biometric and Background Check**] and the published privacy impact assessment [**DHS/USCIS/PIA-015 Computer Linked Application Information Management System 4, DHS/USCIS/PIA-056 USCIS Electronic Immigration System, and DHS/USCIS/PIA-071 myUSCIS Account Experience**], which you can find at www.dhs.gov/privacy. DHS may also share the information, as appropriate, for law enforcement purposes or in the interest of national security

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 Office of Management and Budget (OMB) control number. The public reporting burden for this collection of information is estimated at 2 hours and 45 minutes per response, including the time for reviewing instructions, gathering the required documentation and information, completing the request, preparing statements, attaching necessary documentation, and submitting the request. 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.1615-0050. **Do not mail your completed Form N-336 to this address.**

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