



# 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  
Expires 05/31/2019

## What Is the Purpose of Form N-336?

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

## A Guide to Naturalization

To help you understand the naturalization process, U.S. Citizenship and Immigration Services (USCIS) developed A Guide to Naturalization (M-476). This publication provides information on eligibility requirements and naturalization procedures for immigrants considering U.S. citizenship. If you do not already have a copy of M-476, you can obtain a copy from the USCIS website at [www.uscis.gov/us-citizenship/citizenship-through-naturalization](http://www.uscis.gov/us-citizenship/citizenship-through-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.

USCIS will reject (not accept) 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. If, however, your request for a hearing is not timely filed, but it meets the requirements for a motion to reopen or motion to reconsider, USCIS will issue a decision in your case.

## What Evidence Must You Submit?

You must submit all evidence requested in these instructions with your request. If you fail to submit required evidence, USCIS may reject or deny your request for failure to submit requested evidence or supporting documents **or** to establish eligibility in accordance with 8 CFR 103.2(b)(1) and these Instructions.

**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/>. 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 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. If you are under 14 years of age, your parent or legal guardian may sign the request on your behalf. A legal guardian may also sign for a mentally incompetent person.

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

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**Evidence.** At the time of filing, you must submit all evidence and supporting documentation listed in the **Specific Instructions** and **What Evidence Must You Submit** sections of these Instructions.

**Biometric Services Appointment.** Every individual who is an applicant, petitioner, derivative, beneficiary or sponsor of an immigration benefit request or other request submitted to USCIS is required to submit biometrics unless USCIS waives or exempts the requirement. USCIS currently exempts all Form N-336 requestors from this requirement, unless USCIS notifies the requestor that biometrics are required. You will be notified of the time and place of your appointment if you must appear and you will be provided requirements for rescheduling if necessary. If you fail to submit any biometrics as required, USCIS may deny your application, petition, or request.

DHS may store the biometrics submitted by an individual and use or reuse biometrics to conduct background and security checks, including a check of criminal history records maintained by the Federal Bureau of Investigation (FBI), verify identity, produce documents, determine eligibility for immigration and naturalization benefits, or to perform any other functions necessary for administering and enforcing immigration and naturalization laws, and any other law within DHS authority.

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.

**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.** 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 include the translator's signature. DHS recommends the certification contain the translator's printed name and the date 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) (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. Avoid highlighting, crossing out, or printing outside the area provided for a response.

If you must make substantial corrections to your Form N-336, USCIS recommends that you begin with a new Form N-336 rather than using correction tape or fluid to white out information. USCIS scanners may see through the white correction tape or fluid. This may lead to incorrect information being captured in USCIS systems which may cause processing delays or a rejection of your Form N-336.

Ensure that you are using the correct edition of the Form N-336. The correct edition is available on the USCIS website at [www.uscis.gov/N-336](http://www.uscis.gov/N-336).

5. 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).** List 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, petition, or request 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, petitions, or requests on a paper form via a USCIS Lockbox facility, you may have received a USCIS Online Account Access Notice issuing you a USCIS Online Account Number. If you received such a notice, your USCIS Online Account Number can be found at the top of the notice. If you were issued a USCIS Online Account Number, enter it in the space provided. The USCIS Online Account Number is **not** the same as an A-Number.

**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 if you do not provide a complete and valid address. Your Form N-336 may be delayed or you may not be able to seek a hearing on your Form N-400 denial. In addition, 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. - E.**

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## Part 2. Information About Form N-400 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. 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 4. Individuals With Disabilities and/or Impairments

USCIS is committed to providing reasonable accommodations for qualified individuals with disabilities and/or impairments that will help them fully participate in USCIS programs and benefits.

Reasonable accommodations vary with each disability and/or impairment. They may involve modifications to practices or procedures. There are various types of reasonable accommodations that USCIS may offer. Examples include but are not limited to:

1. If you are deaf or hard of hearing, USCIS may provide you with a sign-language interpreter at an interview or other immigration benefit-related appointment;
2. If you are blind or have low vision, USCIS may permit you to take a test orally rather than in writing; or
3. If you are unable to travel to a designated USCIS location for an interview, USCIS may visit you at your home or a hospital.

If you believe that you need USCIS to accommodate your disability and/or impairment, select “Yes” and then any applicable box in **Items A. - C.** in **Item Number 1.** that describes the nature of your disabilities and/or impairments. Also, describe the types of accommodations you are requesting on the lines provided. If you are requesting a sign-language interpreter, indicate for which language. If you need extra space to complete this section, use the space provided in **Part 8. Additional Information.**

**NOTE:** All domestic USCIS facilities meet the Accessibility Guidelines of the Americans with Disabilities Act, so you do not need to contact USCIS to request an accommodation for physical access to a domestic USCIS office. However, in **Part 4.** of this request, you can indicate whether you use a wheelchair. This will allow USCIS to better prepare for your visit.

**NOTE:** USCIS also ensures that limited English proficient (LEP) individuals are provided meaningful access at an interview or other immigration benefit-related appointment, unless otherwise prohibited by law. LEP individuals may bring a qualified interpreter to the interview.

USCIS considers requests for reasonable accommodations on a case-by-case basis, and we will make our best efforts to reasonably accommodate your disabilities and/or impairments. USCIS will not exclude you from participating in USCIS programs or deny your request because of your disabilities and/or impairments. Requesting and/or receiving an accommodation will not affect your eligibility for an immigration benefit.

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## 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 parent or legal guardian, 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 prepare 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, whose representation extends beyond preparation of this request, 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 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.

### What Is the Filing Fee?

The filing fee for Form N-336 is **\$700.**

**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 Immigration and Nationality Act (the INA) 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.

**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 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, 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, 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 request and charge you a returned check fee.

### **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 fees are correct by following one of the steps below.

1. Visit the USCIS website at [www.uscis.gov](http://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**.

### **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](http://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](http://www.uscis.gov), 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](http://www.uscis.gov/N-336) or call our National Customer Service Center at **1-800-375-5283** for the most current information about where to file this request. For TTY (deaf or hard of hearing) call: **1-800-767-1833**.

### **Address Change**

A naturalization applicant who is not a U.S. citizen 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](http://www.uscis.gov/addresschange) 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**.

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**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

**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), will be rejected. 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 a 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 request, you will not establish a basis for your eligibility and USCIS may reject or deny your request.

**Requests for More Information.** We 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. 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 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](http://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**.

Instead of waiting in line for assistance at your local USCIS office, you can schedule an appointment online at [www.uscis.gov](http://www.uscis.gov). 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.

## 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.

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## USCIS Privacy Act Statement

**AUTHORITIES:** The information requested on this request, and the associated evidence, is collected under the Immigration and Nationality Act, section 101.

**PURPOSE:** The primary purpose for providing the requested information on this request is to determine if you have established eligibility for the immigration benefit for which you are filing. The Department of Homeland Security (DHS) will use the information you provide to grant or deny the immigration benefit 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 in your case or result in denial of your request.

**ROUTINE USES:** DHS may share the information you provide on this request 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 Records] which you can find at [www.dhs.gov/privacy](http://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.**