**TABLE OF CHANGES – INSTRUCTIONS**

**Form N-565, Application for Replacement Naturalization/Citizenship Document**

**OMB Number: 1615-0091**

**07/29/2021**

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| **Reason for Revision: Revision****Project Phase: 30-day FRN**Legend for Proposed Text:* Black font = Current text
* Red font = Changes

Expires 10/31/2021Edition Date 10/21/2019 |

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| **Current Page Number and Section** | **Current Text** | **Proposed Text** |
| **Page 1,** **Who May File Form N-565?** | **[Page 1]****…****4.** You obtained a court order, a U.S. Government-issued document, or a letter from a licensed health care professional recognizing that your gender is different from the gender listed on your current document, and you seek a document reflecting the recognized gender.In addition, you may apply for a replacement of your Certificate of Citizenship if you obtained a court order or a document issued by the U.S. government or the government of any U.S. state that changes your date of birth, and you seek a document with the new date of birth.You may also file this application if you are a naturalized citizen seeking a special certificate of naturalization for the purpose of a foreign country recognizing you as a U.S. citizen.**[new]****NOTE:** USCIS will not change your name without evidence such as a marriage certificate, divorce decree, or court order. We will not change the date of birth on a Certificate of Citizenship without documentation such as a U.S. court order or state-issued documents.**…** | **[Page 1]****…****4.** You obtained a court order, a government-issued document, or a letter from a licensed health care professional recognizing that your gender is different from the gender listed on your current document, and you seek a document reflecting the recognized gender.In addition, you may apply for a replacement of your Certificate of Citizenship if you obtained a court order or a document issued by the U.S. government or the government of any U.S. state that changes your date of birth, and you seek a document with the new date of birth.You may also file this application if you are a naturalized citizen seeking a special certificate of naturalization for the purpose of a foreign country recognizing you as a U.S. citizen.If the document was lost in the mail, please submit an online case service request for non-delivery of document prior to submitting Form N-565.**NOTE:** USCIS will not change your name without evidence such as a marriage certificate, divorce decree, or court order. We will not change the date of birth on a Certificate of Citizenship without documentation such as a U.S. court order or state-issued documents.**…** |
| **Pages 2-4,** **General Instructions** | **[Page 2]****…****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.**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. **…****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**](http://www.uscis.gov/policymanual)**.****…****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 application.**Copies.** You should 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 upon receipt.****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. The certification must contain the translator’s printed name and the date and the translator’s contact information.**[Page 3]****…****2.** If you need extra space to complete any item within this application, use the space provided in **Part 13. 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. 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 via 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. 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.**5.** **Part 3. Biographic Information.** Provide the biographic information requested. Providing this information as part of your application may reduce the time you spend at your USCIS ASC appointment as described in the **Biometric Services Appointment** section of these Instructions. **A. Ethnicity and Race.** Select the boxes that best describe your ethnicity and race. **B. 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.**(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.**C. 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.**D. 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.**E. Eye Color.** Select the box that best describes the color of your eyes.**F. Hair Color.** Select the box that best describes the color of your hair.**[Page 4]****6. Part 9. Complete If Applying for a Special Certificate of Recognition as a Citizen of the United States to the Government of a Foreign Country.** Provide the information requested in **Item Numbers 1. - 3.** about the official of a foreign country who has requested this certificate, if you know it.**…****7. Part 10. Applicant’s Statement, Contact Information, Certification, and Signature.** 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), 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.**8. Part 11. Interpreter’s Contact Information, Certification, and Signature.** If you used anyone as an interpreter to read the Instructions and questions on this application to you in a language in which you are fluent, the interpreter must fill out this section; provide his or her name, the name and address of his or her business or organization (if any), his or her daytime telephone number, his or her mobile telephone number (if any), and his or her email address (if any). The interpreter must sign and date the application.**9. Part 12. Contact Information, Declaration, and Signature of the Person Preparing this Application, if Other Than the Applicant.** This section must contain the signature of the person who completed your application, if other than you, the applicant. If the same individual acted as your interpreter **and** your preparer, that person should complete both **Part 11.** and **Part 12.** If the person who completed this application is associated with a business or organization, that person should complete the business or organization name and address information. Anyone who helped you 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 also need to 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 go 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 2]****…****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. 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. **…****Evidence.** At the time of filing, you must submit all evidence and supporting documents 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**](http://www.uscis.gov/policymanual).**…****3.** All of this information was complete, true, and correct at the time of filing. [deleted]**Copies.** You should 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 include the translator’s signature, printed name, the signature date, and the translator’s contact information.**[Page 3]****…****2.** If you need extra space to complete any item within this application, use the space provided in **Part 12. 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.[deleted][deleted]**[Page 4]****4. Part 8. Complete If Applying for a Special Certificate of Recognition as a Citizen of the United States to the Government of a Foreign Country.** Provide the information requested in **Item Numbers 1. - 3.** about the official of a foreign country who has requested this certificate, if you know it.**…****5. Part 9. Applicant’s Statement, Contact Information, Certification, and Signature.** 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), 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.**6. Part 10. Interpreter’s Contact Information, Certification, and Signature.** If you used anyone as an interpreter to read the Instructions and questions on this application to you in a language in which you are fluent, the interpreter must fill out this section; provide his or her name, the name and address of his or her business or organization (if any), his or her daytime telephone number, his or her mobile telephone number (if any), and his or her email address (if any). The interpreter must sign and date the application.**7. Part 11. Contact Information, Declaration, and Signature of the Person Preparing this Application, if Other Than the Applicant.** This section must contain the signature of the person who completed your application, if other than you, the applicant. If the same individual acted as your interpreter **and** your preparer, that person should complete both **Part 10.** and **Part 11.** If the person who completed this application is associated with a business or organization, that person should complete the business or organization name and address information. Anyone who helped you 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 also need to 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.**  |
| **Pages 4-6,** **Initial Evidence** | **[Page 4]****Initial Evidence****1. Photographs.** Only applicants who reside outside the United States **must** submit two identical color passport-style photographs of yourself taken recently. 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 should measure 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.**…****[Page 5]****5.** If you are applying for replacement of a mutilated document, you must attach the mutilated document.**6.** If you are applying for replacement of a document that is incorrect due to a typographical or clerical error by USCIS, you must attach the original incorrect document and complete **Part 5.** of Form N-565.**7.** If you are applying for a new document because your name was changed, you must submit the original USCIS document and a copy of either the original or certified document establishing the name change (such as a marriage certificate, divorce decree, annulment decree, or court order), and complete **Part 6.** of Form N-565.**8.** 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 you are seeking to replace. You must also submit a copy of either the original or certified document establishing the date of birth change (for example, a court order or vital record document issued by the U.S. Government or the government of any U.S. state (“U.S. Government documents”)) and complete **Part 7.** of Form N-565. U.S. Government documents may include a birth certificate, a certificate recognizing foreign birth, a certificate of birth abroad, or other similar vital records issued by the U.S. state where you resided when the document was issued. **Only applicants applying for a new Certificate of Citizenship may select this option.****9.** If you are applying for a new document that reflects a different gender than is shown on your current document, you must submit the original USCIS document along with one of the forms of evidence listed below supporting the requested official change in gender designation and complete **Part 8.** of Form N-565.**…****B.** A U.S. Government-issued document reflecting the requested gender designation. Acceptable U.S. Government-issued documents include an amended birth certificate, a passport, a driver’s license, or other official document showing identity issued by the U.S. Government, a state or local government in the United States, or a foreign government; **…****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 (8 CFR 343b.2).**[Page 6]****11.** If you are filing from overseas and provide a foreign mailing address, USCIS will send your new document (if approved) to the nearest U.S. Embassy, U.S. Consulate, or USCIS field office. You will receive notification by mail where to pick up your new document. | **[Page 4]****Initial Evidence****1. Photographs.** If you reside in the United States, USCIS may request that you attend an appointment at an ASC to have your photograph taken.  **If you reside outside the United States,** you mustsubmit two identical color passport-style photographs of yourself taken recently. 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 the top of your hair to the bottom of your chin, and eye height should measure 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 A-Number (if any) on the back of the photo.**…****[Page 5]****5.** If you are applying for replacement of a mutilated document, you must attach the original mutilated document.**6.** If you are applying for replacement of a document that is incorrect due to a typographical or clerical error by USCIS, you must attach the original incorrect document and complete **Part 4.** of Form N-565.**7.** If you are applying for a new document because your name was changed, you must submit the original USCIS document and a copy of either the original or certified document establishing the name change (such as a marriage certificate, divorce decree, annulment decree, or court order), and complete **Part 5.** of Form N-565.**8.** 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 you are seeking to replace. You must also submit a copy of either the original or certified document establishing the date of birth change (for example, a court order or vital record document issued by the U.S. Government or the government of any U.S. state (“U.S. Government documents”)) and complete **Part 6.** of Form N-565. U.S. Government documents may include a birth certificate, a certificate recognizing foreign birth, a certificate of birth abroad, or other similar vital records issued by the U.S. state where you resided when the document was issued. **Only applicants applying for a new Certificate of Citizenship may select this option.****9.** If you are applying for a new document that reflects a different gender than is shown on your current document, you must submit the original USCIS document along with one of the forms of evidence listed below supporting the requested official change in gender designation and complete **Part 7.** of Form N-565.**…****B.** A government-issued document reflecting the requested gender designation. Acceptable government-issued documents include an amended birth certificate, a passport, a driver’s license, or other official document showing identity issued by the U.S. Government, a state or local government in the United States, or a foreign government; **…****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.**[Page 6]****11.** If you are filing from overseas and provide a foreign mailing address, USCIS will send your new document (if approved) to the nearest U.S. Embassy, U.S. Consulate, or USCIS field office. You will receive notification by mail where to pick up your new document. |
| **Pages 6-7,** **What Is the Filing Fee?** | **[Page 6]****What Is the Filing Fee?**The filing fee for Form N-565 is **$555**. A biometric services fee of **$85** is also required for applicants.**EXCEPTION:** There is no fee required if you select **Part 4.**, **Item Number 4.** on Form N-565. However, you must still pay the **$85** biometric services fee.**NOTE:** The filing fee and biometric services fee are not refundable, regardless of any action USCIS takes on this application. **DO NOT MAIL CASH.** You must submit all fees in the exact amounts.**Payments by Checks or Money Orders**Use the following guidelines when you prepare your checks or money orders for the Form N-565 filing fee and biometric services fee:**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****…**Payments by Credit CardIf you are filing your application at a USCIS Lockbox facility, you can pay your filing fee and biometric services fee using a credit card. Please see Form G-1450, Authorization for Credit Card Transactions, at [**www.uscis.gov/G-1450**](http://www.uscis.gov/G-1450)for more information.[new]**How To Check If the Fees Are Correct**Form N-565’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.**…** | **[Page 6]****What Is the Filing Fee?**The filing fee for Form N-565 is **$555**. **EXCEPTION:** There is no filing fee required if you select **Part 3.**, **Item Number 4.** on Form N-565. [moved down][deleted]**Payments by Check or Money Order**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****…**Payments by Credit CardIf you are filing your application 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**](http://www.uscis.gov/G-1450)for more information.**NOTE:**  By completing this transaction, you agree that you have paid for a government service and that the filing fee, and all related financial transactions are final and not refundable, regardless of any action USCIS takes on an application, petition or request, or how long USCIS takes to reach a decision. **DO NOT MAIL CASH.** You must submit all fees in the exact amounts.**How To Check If the Fees Are Correct**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 fee is correct by following one of the steps below.**…** |
| **Page 7,** **Processing Information** | **[Page 7]****…****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.**…** | **[Page 7]****…****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 we request an original document from you, it will be returned to you after USCIS determines it no longer needs your original.**…** |
| **Page 7,** **USCIS Forms and Information** | **[Page 7]****…**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 “Tools,” then under “Self Service Tools,” select “Appointments” 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 7]****…**Please visit us at [www.uscis.gov/contactcenter](http://www.uscis.gov/contactcenter) to get basic information about immigration services and ask questions about a pending case. Through our digital self-help tools and live assistance, the USCIS Contact Center provides a pathway for you to get consistent, accurate information and answers to immigration case questions. |
| **Pages 7-8,** **Penalties** | **[Page 7]****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.**…** | **[Page 7]****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.**…** |
| **Page 8,** **Paperwork Reduction Act** | **[Page 8]****Paperwork Reduction Act**An agency may not conduct or sponsor an information collection, and a person is not required to respond to a collection of information, unless it displays a currently valid Office of Management and Budget (OMB) control number. The public reporting burden for this collection of information is estimated at 1 hour and 20 minutes per response, including the time for reviewing instructions, gathering the required documentation and information, completing the application, preparing statements, attaching necessary documentation, and submitting the application. The collection of biometrics is estimated to require 1 hour and 10 minutes. 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, Office of Policy and Strategy, Regulatory Coordination Division, 5900 Capital Gateway Drive, Mail Stop #2140, Camp Springs, MD 20588-0009; OMB No. 1615-0091. **Do not mail your completed Form N-565 to this address.** | **[Page 8]****Paperwork Reduction Act**An agency may not conduct or sponsor an information collection, and a person is not required to respond to a collection of information, unless it displays a currently valid Office of Management and Budget (OMB) control number. The public reporting burden for this collection of information is estimated at 1 hour and 20 minutes per response, including the time for reviewing instructions, gathering the required documentation and information, completing the application, preparing statements, attaching necessary documentation, and submitting the application. The collection of biometrics is estimated to require 1 hour and 10 minutes. 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, Office of Policy and Strategy, Regulatory Coordination Division, 5900 Capital Gateway Drive, Mail Stop #2140, Camp Springs, MD 20588-0009; OMB No. 1615-0091. **Do not mail your completed Form N-565 to this address.** |