



UNITED STATES

I-485 EMPLOYMENT-BASED APPLICATION FOR ADJUSTMENT OF STATUS



Below is a detailed list of supporting documents you need to obtain for your AOS filing. **Send us hard copies, or upload scanned copies of all documents to our online system,** whichever is more convenient for you. You will need to take the original documents to the interview USCIS will schedule during processing of your case. We will send you a confirmation once we receive your questionnaire and documents.

You, your spouse and any children applying with you (if applicable) should EACH obtain all of the materials outlined below. If you have any questions regarding any of the below information or your AOS application, please do not hesitate to contact us.

☐ BIRTH CERTIFICATES

Each AOS applicant must provide a copy of his or her birth certificate. Each birth certificate must include all of the following information:

- Applicant's Full Name
- Full date of birth (Month, Day and Year)
- Place of birth (City, Province/State if applicable, Country)
- Full Name of Mother – Both first name and last name must be spelled out. (Last name may be either her maiden name or her married name.) An initial is not sufficient.
- Full Name of Father – Both first name and last name must be spelled out. An initial is not sufficient.

Birth documentation must have been registered with the U.S. State Department and must comply with the State Department's reciprocity tables, which list the documents required and available from each country. You may view the reciprocity tables [here](#) (select your country of birth).

Birth certificates are available from most countries. The reciprocity table will indicate when a birth certificate is not available, and it may also describe what alternative documentation, if any, may be submitted in place of a birth certificate. For example, individuals born in India may submit affidavits of birth and certificates of non-availability as described below. Birth certificates issued by consulates are not acceptable.

For countries that issue both long-form and short-form birth certificates (including U.K. and Canada): For immigration purposes, you must obtain a copy of your "long-form" birth certificate, which includes all of the information mentioned above, including your parents' full names. Extracts, abridged versions, and wallet-size birth certificate cards are not acceptable for immigration purposes.



United States – I-485 AOS Document Checklist (Employment-Based)

Version: 7.4. Last updated: 6 August 2019

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DOCUMENT CHECKLIST

Affidavits of Birth: If a birth certificate exists but does not contain all of the required information as stated above, or was registered more than one year after the birth, alternative documentation must be submitted. One form of accessible alternative documentation is a sworn affidavit, signed by both parents. For BAL's sample affidavit, click [here](#).

Alternatively, if either or both parents are deceased, an affidavit can be submitted by a close relative older than the applicant, who is not party to the application and who has direct knowledge of the birth event and circumstances. Ideally, the signer should also be at least 7 years older than the applicant. The affidavit must specify the relationship between the signer and the applicant, how well the signer knows the applicant, the date and place of the applicant's birth, the names of both parents, and any other related facts; and it must be signed and notarized. Two such affidavits are required. For BAL's sample affidavits, click [here](#) and [here](#).

Certificates of Non-Availability: If a birth certificate does not exist, the affidavit(s) of birth should be accompanied by a Certificate of Non-Availability, issued by a competent governmental authority, confirming that the birth certificate does not exist. There is no set format for certificates of non-availability, but the document must indicate the reason the record does not exist, and indicate whether similar records for the time and place are available. For BAL's sample, click [here](#).

☐ PROOF OF MARRIAGE

If applicable, please send us a copy of your registered marriage document as issued by the appropriate authority. If the document is incomplete or nonexistent, you must provide notarized affidavits from people who have personal knowledge of the marriage. Two affidavits are required, ideally from one parent of each spouse. For BAL's sample, click [here](#).

☐ PROOF OF DIVORCE OR DEATH

If applicable, please send us copies of divorce or death decrees issued in connection with any prior marriages for you or your spouse.

☐ TRANSLATIONS

If any birth certificate, marriage certificate, or other supporting document is not in English, please enclose an English translation of the document. You may translate the document(s) yourself, but a third party (non-family member) must certify that the translation is complete and accurate, and that s/he is familiar with both the foreign language and with English (see sample certification language below).

Certification of Translation

I, _____, certify that I am familiar with the English and _____ languages, and certify that the above is a correct and accurate translation of the Birth Certificate/Marriage Certificate/etc. document attached hereto.

Signature

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Date



❑ **FORMS I-94**

Please send us legible copies of each applicant's most recent Form I-94. You may need to download these from [U.S. Customs and Border Protection](#).

❑ **PASSPORTS**

Please send us clear copies of **ALL** pages (including blank pages) of all **current and expired** passports for each applicant. The information and dates must be legible.

❑ **APPROVALS**

Please send us copies of all prior U.S. immigration documents for each applicant, such as prior USCIS approval notices (Form I-797, Form DS-2019, Form I-20) or Employment Authorization Documents.



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❑ MEDICAL EXAMS

Each AOS applicant must have a complete medical examination before the AOS is filed. The exam must be conducted by an approved civil surgeon. For a list of USCIS-approved physicians, visit [USCIS Find a Doctor](#), or call (800) 375-5283.

Many civil surgeons provide the required medical form (Form I-693). Please verify this with the doctor's office when making your appointment. If they do not, the form can be downloaded and printed from the USCIS website [here](#). It is important to note that **Form I-693 must be signed by the civil surgeon no more than 60 days** before the AOS application is filed with USCIS.

As of September 23, 2019, USCIS will accept only the newest edition of Form I-693, dated 07/15/19. **We therefore urge you to check that the civil surgeon is using the new version of the form to record your medical exam results.** The edition date is listed at the bottom of each page of Form I-693.

USCIS requires proof of vaccination against several diseases. Therefore, please bring your civil surgeon any records that you may have regarding your immunization history.

The civil surgeon will give your medical results (completed Form I-693) to you in a sealed envelope. If multiple family members are applying, each person will receive an individual sealed envelope. **Do not open the envelope**, but please be sure that the applicant's name is clearly written on the envelope before you mail it to us. Please also ask the doctor to give you a copy of the exam results for your records.

❑ PHOTOGRAPHS

Photographs must be taken within 30 days of filing for AOS.

Each applicant must submit **6 passport-style photos**. If you like, you may mail these photos to us later on, at the same time that you mail us the signed AOS forms. For additional photograph instructions, please view the [U.S. Department of State photo instructions](#).

❑ PROOF OF BONA FIDE MARRIAGE

In addition, if you have been married for less than two years at the time of filing the AOS applications, please send documentation that shows you have entered into a bona fide marriage. USCIS will typically ask for evidence of a bona fide marriage. Documentation may include:

- Joint bills such as phone, utility, credit card statements, etc.
- Joint mortgage or lease agreements
- Joint bank statements
- Joint tax returns
- Photographs of you and your spouse at various events
- Affidavits from family and friends testifying to the circumstances of the marriage (these should have details on when they met you, if they attended the wedding, and other such personal details).



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