

DS-160 ONLINE NONIMMIGRANT VISA APPLICATION GUIDE & FAQS

Please be advised that this is a general guide to completing the visa application forms administered by the Department of State. If a suggested answer below does not apply in your situation, then you should provide the answer that is applicable.

You can also find helpful information on the Department of State's DS-160 FAQ: https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/forms/ds-160-online-nonimmigrant-visa-application/ds-160-faqs.html.

Form DS-160 Online Nonimmigrant Visa Application is mandatory at all U.S. consulates for nonimmigrant visa applicants. The form is electronic and submitted online. It is available at https://ceac.state.gov/genniv/. Once you have completed the Form DS-160 and paid visa application fees, you will be able to schedule an appointment at the U.S. consulate. The barcode number on the Form DS-160 confirmation page is required in order to book your interview. The printed confirmation page must be brought to the interview.

*Note: When you sign your DS-160 electronically, you are certifying that all the information contained in it is true and correct. You should answer all questions truthfully. Misrepresenting any facts could render you ineligible to enter the United States.

Please double-check that all your answers are accurate and that every question is answered completely prior to submission.



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Biographical Questions

Name Provided: Surname, Given Name (as list on most recent passport)

*Note: If you don't have a Surname listed in your passport, list your full name in the Surname section and list "FNU" in the Given Name section – e.g., Surname: LUCAS SMITH / Given Name: FNU)

Full Name in Native Language: Complete if applicable.

Other Names Used: Indicate maiden name(s) or any prior

name(s).

Sex: Male/Female

Marital Status: Single/Married/Divorced

Date of Birth: **DD/MM/YYYY**

Place of Birth: City/ State or Province/ Country

Nationality:

Other Nationalities: Complete if applicable.

National Identification Number, U.S. Social Security Security Number, U.S. Taxpayer ID Number:

Number or U.S. Taxpayer ID if you have one. Otherwise indicate "Does Not Apply."

Contact Information

Home Address: If you already live in the U.S. please list

current U.S. residential address. If you do not yet live in the U.S., please list your

current address outside the U.S.

City:

State/Province:

Postal Zone/ZIP Code:

Country:

Same Mailing Address? You will be required to provide a mailing

address in the country where you are interviewing for your visa, as this will be the address to which your passport will be

sent.

Home Phone Number:

Work Phone Number:

Work Fax Number:

Mobile/Cell Phone Number:

Passport Information

Passport/Travel Document Type: Passport Number: Passport Book Number: Country/Authority that Issued Passport: City Where Issued: Country Where Issued: Issuance Date: DD/MM/YYYY **Expiration Date:** DD/MM/YYYY *Note: your passport should be valid for a minimum of six months at the time of applying. Have you ever lost a passport or had one stolen? **Travel Information** You should indicate "Yes" if you are the Principal Applicant? principal applicant. A spouse or child will not be the principal applicant if they are applying for dependent visas (e.g. L-2, E-3D, TD, H-4). Purpose of you trip: Select applicant visa class category that is applicable (H Temporary Worker, L Intracompany Transferee, TN NAFTA Professional, etc.). *Note: You must ensure you are selecting the correct visa category, as otherwise it could lead to a rejection. Other - Specify: Select specific visa type applicable (H-1B, L-1A, L-1B, E-3, H-1B1, TN, etc.). Specific Travel Plan? You can put "to be determined" if you have not confirmed your travel plans at the time of scheduling your visa stamping

Intended Length of Stay in U.S.:

Intended Date of Arrival:

Blanket L-1 applicants: please list the end date of the requested period from your I-129S form.

appointment.

approximate timeframe.

Please indicate your intended date of arrival to the U.S. If you do not yet have specific travel date, you should provide an

- TN applicants: please list three years from the date of your visa interview.
- E-3 applicants: please list two years from the date of your visa interview.
- H-1B1 applicants: please list one year from the date of your visa interview.
- All others: please list the expiration date of your I-797 approval notice. Indicate the total amount of years, months, or weeks remaining in your current nonimmigrant status, as shown on your I-797 approval notice (final validity date, located in the upper right-hand corner of the approval).

Address where you will stay in the U.S:

If you are relocating to the U.S. and you do not yet have a permanent U.S. address, you may indicate your temporary housing address. If unknown, you may leave this section blank (or state "unknown") and explain to the Consular officer during your interview that you cannot finalize your temporary housing until your visa is issued. You only need to explain this if they asked and if this response is accurate.

Person/Entity Paying for Your Trip:

Please indicate whether you are paying for your trip or an entity (Amazon). If you are relocating to the U.S. and Amazon is paying for your trip, you should list Amazon, not the relocation company. If Amazon is paying for your trip note

Relationship to You:

"Employer/Petitioner."

Other Persons Traveling with You:

Please indicate "Yes" if you are travelling

with dependents or family.

Prior U.S. Travel

Have you ever been in the U.S.?

Yes/No

*Note: if you have ever been in the U.S. you will need to provide the following information for any U.S. visits in the last five years. If you do not know the specific dates of travel, you should provide your best estimates (you can also refer to your passport stamps for dates).

Travel Date of Arrival: Length of Stay:

Do you or did you hold a U.S. Driver's License?

Yes/No

Driver's License Number:

Note: If your driver's license has an asterisk (), you should replace this with a space as this system does not accept the (*)

Have you ever been issued a U.S. Visa? Yes/No. If you have ever had a visa stamp

in your passport such as F-1, B-1, H-1B, L-1, E-3, TN, etc. please indicate "Yes."

Date Last Visa was Issued:

Visa Number:

Are you applying for the same type of visa? **Yes/No**

Are you applying in the same country where the visa above is issued and is this country your

principal country of residence? Yes/ No

Have you been finger-printed? Yes/No. Please indicate "Yes" if you have

attended a biometrics (fingerprinting)

appointment.

Has your U.S. Visa ever been lost or stolen? Yes/No

Has your U.S. Visa ever been cancelled or revoked? Yes/No

Have you ever been refused a U.S. Visa, been refused admission to the United States, or withdrawn your application for admission at the point of entry? **Yes/No**

*Note: Respond "Yes" if you have <u>ever</u> been refused a U.S. visa, entry into the U.S., or withdrawn an application for admission at a U.S. port of entry.

U.S. Point of Contact

Contact Person Name in the U.S.: Provide your U.S. Manager's

information.

Organization Name in the U.S.: Name of Employing Entity listed on your

support letter or I-797 Approval Notice.

*Note: if employer is listed as "Amazon Corporate LLC," see Question #7 for entity guidance.

Relationship to You: Please indicate "Employer."
U.S. Contact Address: Please list Amazon worksite.

*Note, if worksite is unknown, you can list 2021 7th Ave, Seattle, WA 98121.

Phone Number: Please indicate U.S. Manager's

Information.

Email Address: Please indicate U.S. Manager's

Information.

Family Information

Father's Surname(s):

Father's Given Name(s):

Father's Date of Birth:

Is your father in the U.S.? Yes/No

Mother's Surname(s): Mother's Given Name(s):

Mother's Date of Birth:

Is your mother in the U.S.?

Yes/No

Do you have any immediate relatives, not including parents in the U.S,? Yes/No

Do you have any other relatives in the United States? Yes/No

Has anyone ever filed an immigrant petition on your behalf with the United States Citizenship and Immigration Service? Yes/No

*Note: You should note "Yes" if <u>any</u> of the following are applicable: 1) I-140; 2) I-130; and/or 3) I-360 has ever been filed on your behalf. You may include receipt number, petitioner, or priority date if applicable.

Current Employment Information

Primary Occupation: Indicate your current job title.

*Note: The information on the DS-160 must be true and accurate at the time of filling out the application.

Present Employer: Please indicate the name of your present

employer. If you are unsure of your current employer's name, please reference your support letter, petition copy, and/or

I-797 approval notice.

*Note: for "Amazon Corporate LLC" approval notices, please reference the entity consolidation guidance in Question #7).

Address: Indicate your current worksite address.

City, State/Province, Postal Zone/Zip Code, Country:

Monthly Base Salary in USD:

*Note: Monthly salary should only be based salary and does not include bonuses/RSUs

Briefly Describe your Duties: Please provide 4-5 sentences about the job

duties of the sponsored role. You should ensure your response is consistent with the

letter of support in your application.

Previous Employment/Educational Information

Were you previously employed? Yes/No. If yes, please provide the following



work experience (both inside and outside of the U.S.).

*Note: If you are or were working for Amazon subsidiary abroad, this should still be indicated as experience with a previous employer.

Employer Name: Employer Address:

City, State/Province, Postal Zone/Zip Code, Country:

Telephone Number:

Job Title:

Supervisor's Name:

Employment Date From:

Employment Date To:

Briefly describe your duties:

*Note: If you have held more than two jobs in the last five years you may not be able to input information on all roles. You should list your two most recent jobs. You should bring a complete resume to the visa interview and be prepared to explain your full employment history if asked by the consular officer.

Have you attended any educational institutions other than elementary schools? Yes/No.

Name of Institution:

Address of Institution:

City, State/Province, Postal Zone/ZIP Code, Country:

Course of Study:

Date of Attendance From:

Date of Attendance To:

Additional Information

Do you belong to a clan or tribe? Yes/No

Have you traveled to any countries within the last five years? Yes/No. If yes, please indicate countries.

Have you belonged to, contributed to, or worked for any professional, social, or charitable

organization? Yes/No

Do you have any specialized skills or training, including firearms, explosives, nuclear,

biological, or chemical experience? Yes/No Have you ever served in the military? Yes/No

Have you ever served in, been a member of, or been involved with a paramilitary unit, vigilante unit, rebel group, guerrilla group, or insurgent unit, rebel group, guerrilla group, or insurgent organization?

Yes/No

Security and Background Information

*Note: If you indicate "Yes" to any of the following questions you will need to provide an explanation. You should ensure all responses are complete, truthful, and accurate. If you have any questions you should reach out to your Fragomen contact.

Do you have a communicable disease of public health significance such as tuberculosis (TB)?

Yes/No

Do you have a mental or physical disorder that poses or is likely to pose a threat to the safety or welfare of yourself or others? **Yes/No**

Are you or have you ever been a drug abuser or addict? Yes/No

Have you ever been arrested or convicted for any offense or crime, even though subject of a pardon, amnesty, or other similar action? **Yes/No**

Have you ever violated, or engaged in a conspiracy to violate, any law relating to controlled substances? Yes/No

Are you coming to the United States to engage in prostitution or unlawful commercialized vice or have you been engaged in prostitution or procuring prostitutes within the past 10 years?

Yes/No

Have you ever been involved in, or do you seek to engage in, money laundering? **Yes/No**Do you seek to engage in espionage, sabotage, export control violations, or any other illegal activity while in the United States? **Yes/No**

Do you seek to engage in terrorist activities while in the United States or have you ever engaged in terrorist activities? Yes/No

Have you ever or do you intend to provide financial assistance or other support to terrorists or terrorist organizations? Yes/No

Are you a member or representative of a terrorist organization? Yes/No

Have you ever ordered, incited, committed, assisted, or otherwise participated in genocide?

Yes/No

Have you ever committed, ordered, incited, assisted, or otherwise participated in torture? **Yes/No** Have you committed, ordered, incited, assisted, or otherwise participated in extrajudicial killings, political killings, or other acts of violence? **Yes/No**

Have you, while serving as a government official, been responsible for or directly carried out, at any time, particularly severe violations of religious freedom? **Yes/No**

Have you ever been the subject of a removal or deportation hearing? Yes/No

Have you ever sought to obtain or assist others to obtain a visa, entry into the United States, or any other United States immigration benefit by fraud or willful misrepresentation or other unlawful means?

Yes/No

Have you failed to attend a hearing on removability or inadmissibility within the last five years? Yes/No

Have you ever been unlawfully present, overstayed the amount of time granted by an immigration official or otherwise violated the terms of a U.S. visa? **Yes/No**

Have you ever withheld custody of a U.S. citizen child outside the United States from a person granted legal custody by a U.S. court? **Yes/No**

Have you voted in the United States in violation of any law or regulation? Yes/No

Have you ever renounced United States citizenship for the purpose of avoiding taxation? Yes/No



Have you attended a public elementary school on student (F) status or a public secondary school after November 30, 1996 without reimbursing the school? **Yes/No**

Social Media/Prior Contact Information

Do you have a social media presence: From a drop-down menu you will

need to select all of listed social media platforms (e.g. LinkedIn, Twitter, Facebook, Instagram, etc.)

used in the last five years.

Username and/or handle for listed social media platforms: You will need to list any name used

on social media platforms. If you have used multiple identifiers on platforms (handles or usernames),

you need to list all.

Optional question to provide username and/or handle for non-listed social media platforms:

*Note:

- You do not need to provide your password for any accounts.
- You still need to provide information for deleted accounts, if use was within the last five years.
- The Department of State has indicated they will only be accessing publicly shared information on social media accounts.

Please see Question #6 for additional information.

List all email addresses and phone numbers used in the past five years:

U.S. Work Visa Information

*Note: If your case was filed with USCIS and you have an I-797 approval notice, please refer to that approval in order to complete the below section. If you do not have an individual approval notice:

- L-1 Blanket applicants, refer to the I-129S form and support letter.
- E-3 applicants, refer to the support letter.
- TN applicants, refer to the support letter.
- H-1B1 applicants, refer to the support letter.

Name of Employer:

If you are applying under the L-1 Blanket, please list your employing entity as "Amazon.com, Inc." For all other visa applications, please indicate your employing entity as it is listed on your I-797 approval notice and/or I-129 forms.



*Note: If your documents indicate "Amazon Corporate LLC," please see Question #7 for additional guidance.

Street Address:

Please indicate Amazon worksite. Alternatively, list 2021 7th Ave, **Seattle, WA 98121.**

Monthly Base Salary in USD:

*Note: Monthly salary should only be base salary and does not include bonuses/RSUs

Do you have an application receipt/petition number?

If you are applying using an individual L-1A, L-1B, H-1B, E-3, TN, H-1B1, O-1, etc. approval notice (one that lists your name on the approval), indicate "Yes" and refer to the approval notice for receipt number. If you are applying for an L-1 Blanket visa, refer to the L-1 Blanket I-797 approval notice for receipt number and indicate "Yes." If you do not have an I-797 approval notice in hand, indicate

"No."

Name of Person/Company who Filed Petition:

Application Receipt/Petition Number:

Indicate the Company listed on your I-797 approval notice and/or support letter

The receipt number is listed on the top left-hand corner of your I-797 approval notice (e.g. begins with WAC, EAC, or LIN).

Location/Preparer Information

Current Location:

Preparer of Application:

Did anyone assist you in filling out this application?

Please indicate "Self" if you have prepared the form yourself. Yes/No (For dependents, you can indicate "Yes" and list your name as the principal).

Digital Image

You will need to upload a digital passport-style photo. If you cannot upload the photo, you may need to bring a physical photo to the interview or contact the specific consulate for additional guidance. Please refer to this link for the specific requirements for photo submissions.



DS-160 ONLINE NONIMMIGRANT VISA APPLICATION FAQS

1. Who needs to fill out the Form DS-160?

All family members must fill out and submit a separate Form DS-160 (including children). Generally, Canadian citizens do not require a nonimmigrant visa stamp. Please refer to the following U.S. Department of State's link for more information on limited exceptions https://travel.state.gov/content/travel/en/us-visas/tourism-visit/citizens-of-canada-and-bermuda.html.

2. How long does it take to complete?

It generally takes 45 minutes to an hour to complete the Form DS-160. It is recommended to have the following on hand for reference: passport; educational documents; updated resume; travel details; employer information; I-797 Approval Notice (if blanket L, H-1B1, TN, or E-3 filing this may not be applicable); copy of petition (if blanket L, H-1B1, TN, or E-3 you will not need the completed petition prior to filling out Form DS-160), and contact information. Note, the website will timeout after approximately 20 minutes without action. You can save and return to an application, if the form is completed within 30 days. You will need the application ID (issued at the start of a new application) to return to a saved application.

3. Can a DS-160 be corrected?

If you made a material error on a DS-160 question which has already been submitted, please reach out to your Fragomen contact for guidance on next steps.

4. What questions do they ask on the Form DS-160?

The DS-160 asks for basic biographical information and details related to your nonimmigrant status in the United States. Note, all questions must be answered in the English language. For reference, a sample DS-160 follows below.

5. What happens to my DS-160 if I select a U.S. Embassy or Consulate where I will be applying for my visa, but end up making an interview appointment at a different U.S. Embassy or Consulate?

The Embassy or Consulate at which you actually apply should be able to access your form using the barcode on your DS-160 confirmation page, which you must bring to the visa interview.

6. Do I have to provide information about my social media activities?

Yes, the Department of State now requires on Form DS-160 that you disclose five years of social media history for listed platforms from a drop-down menu. For each platform, you must provide your username and/or handle for active and non-active accounts. The Form DS-160 and consular officers will not be requesting passwords for any accounts. There are approximately twenty



popular social media platforms listed and it is subject to change (e.g. Facebook, Instagram, LinkedIn, Twitter, etc.). If you have multiple accounts on a specified platform, you must list all usernames and/or handles used.

The form may also contain an optional question to disclose five years of social media use or share content from other, non-listed platforms. Please be advised that only information regarding listed social media platforms is mandatory. If you decline to answer the optional question regarding non-listed platforms, the Department of State has indicated it should not impact your visa adjudication.

The Department of State has advised that this information will be used for identification and to vet visa eligibility pursuant to existing laws. Consular officers are only authorized to view information on social media that is shared publicly and cannot alter privacy settings.

If you do <u>not</u> have a social media presence, you are still required to respond and list "None." If you cannot remember your usernames and/or handles for social media accounts, you may list "Unknown," note this may result in additional screening in your visa process.

Please refer to a recent Fragomen Client Alert on the new social media questions for additional information: https://www.fragomen.com/insights/alerts/visa-applicants-now-required-disclose-social-media-use-prior-contact-information. We also encourage you to subscribe to Fragomen's Immigration Alerts to receive the most up-to-date information on current immigration changes: https://www.fragomen.com/insights/alerts/subscribe/subscribe.

7. What if my entity is listed as "Amazon Corporate LLC"

Due to an entity consolidation, Amazon Corporate LLC is now Amazon.com Services, Inc. You should indicate your employer name as "Amazon.com Services, Inc." on your Form DS-160. Additionally, Amazon recommends printing and bringing the following two letters with you to your visa appointment which details the entity consolidation.

- a.) https://inside.amazon.com/en/Employment/immigration/All%20Documents/C orporate%20into%20Amazon%20Fulfillment%20and%20subsequent%20Na me%20Change.pdf
- b.) https://inside.amazon.com/en/Employment/immigration/All%20Documents/A mazon%20Fulfillment%20to%20Amazon%20Services%20Name%20Change. pdf

8. How can I tell if I am applying pursuant to an L-1 Blanket or Individual application?

You are applying for L-1 status pursuant to Amazon's approved blanket if you are applying directly at the U.S. consulate without a USCIS I-797 approval issued under your name as the "Beneficiary." If you have a USCIS I-797 approval notice under your name as the "Beneficiary," you are applying for an individual L-1.



9. What documents should I take for my consular appointment?

Principal Applicant:

• Original I-797 Approval Notice (if applicable).

*Note: If you applied under the L-1 Blanket, you will need the original, endorsed I-129S. If you are in H-1B1, TN, or E-3, you may not have an approval notice.

- Copy of petition packet (filed with USCIS or consular application).
- Valid, unexpired passport (with a minimum of six-month validity).
- Original education documents (diploma and transcripts).

*Note: You should bring original education documents if they are available. Copies may be sufficient, but it is within the officer's discretion to request originals.

- Employment Verification Letter (EVL) from Amazon (if an existing Amazon employee), available on Amazon Inside pages.
- Three most recent pay statements (if an existing Amazon employee).
- One digital passport-style photograph.
- Visa fee payment receipt (contact the specific consulate for guidance on accepted payment forms).
- DS-160 Confirmation page printout (with barcode).

Dependent Applicant:

• Original I-797 Approval Notice (if applicable).

*Note: If this is your first time applying for dependent status you may not have an approval notice.

- Valid, unexpired passport (with a minimum of six-month validity).
- Evidence of qualifying relationship. Spouses should carry original or certified marriage certificate. Children should carry original or certified birth certificate.
- Copy of principal applicant's Amazon I-797 approval notice.

*Note: If your spouse is applying for H-4, L-2, E-3D, TD, they should present a copy of the primary applicant's I-797Approval Notice, if applicable. If the principal applied under the L-1 Blanket, dependents should carry the copy of endorsed I-129S.

- Copy of principal's last three recent pay statements.
- One digital passport-style photograph.
- Visa fee payment receipt (contact the specific consulate for guidance on accepted payment forms).
- DS-160 Confirmation page printout (with barcode).



10. After my visa appointment, how long does it take for the visa stamp to issued?

Generally, it takes 3-5 business days for the visa stamp to be issued in your passport.

11. What if I am placed in Administrative Processing?

Administrative processing means that your application requires further information or screening to be approved. If selected, you should reach out to your Fragomen contact for guidance. You should share with your Fragomen contact any documentation provided by the Consulate (e.g. 221(g) letter) and refrain from submitting any documentation to the Consulate until you receive guidance.