**US VISA INTERVIEW PROCESS IN CHENNAI**

All the applicants have to undergo the following process;

**Reporting time at the OFC and US consulate.**

**Please carry all the documents to both the appointments make sure that you report 20 minutes before your scheduled appointment. The approximate time taken for the complete process in the consulate is likely to exceed one hour.**

**Please read the sign boards across the Consulate section to avoid confusions.**

1. Appointment Check: Please ensure applicant carries Appointment Confirmation & Original Passport.
2. Security Rules : below listed are not permitted inside the visa sections;

* All battery operated or electronic gadgets such as mobile phones, digital diaries, digital watches, pagers, cameras, audio/video cassettes, compact discs, MP3’s, floppies, laptops, palmtops or portable music players.
* All ladies hand bags/purses. Only a small ladies pouch in hand will be permitted. But strictly No cosmetics are allowed especially perfumes sprays, Deo, etc.
* All bags such as travel bags, back packs, briefcases, suitcases, leather, jute or cloth bags and zip folders. Only a plastic bag containing your application-related papers will be permitted.
* Any food item.
* Sealed envelopes or packages.
* Cigarettes/cigars/match boxes/lighters.
* Any sharp objects such as scissors, pen knives, or nail files.
* Weapons or explosive material of any kind.

Other items may be prohibited based on security staff discretion. Due to security concerns, the Consulate does not permit interested parties such as friends, relatives or business contacts to accompany nonimmigrant visa applicants to their interviews.

1. Pre-Screening & finger printing/bio-metric process: The Consulate Officials will guide the applicants to go to the respective pre-screening counters where-in all the documents will be verified by the Officers. (Please refer below for the checklist).

Finger print of all the 10 fingers will be taken. Just keep the fingers on it, do not put too much pressure on the machine. Ensure that hands are sweat-free, shiver-free and cut-free. **Ensure you do not have any temporary cuts, wounds or any kind of Mehendi or tattoo**

1. **After completion of the above procedure they will take a Photo.**
2. **The executive sitting will be reviewing all your documents and he will put a stamp on your appointment documents and paste a small sticker on back side of your passport.**
3. Interview: There will be a face-to-face interview with the Consulate Officers. Please follow the tips below;

Ensure you reach the consulate at least 30 min prior to your appointment time.

Security will check all the stamped documents which was carried on the day 1 at the time of Bio-Metric, hence carry the same stamped documents to consulate along with current Valid passport + old expired passports also(if applicable)

Please do not carry any electronic gadgets/laptops and all other items mentioned in the Point 2 in this document.

Once you are allowed inside the consulate you will have a full body detection.

Later you will be sent to a Counter where executive will check your documents and segregate documents along with Passport. And gives you the token number.

Now as per the token number you have to go and stand in the line.

* In the Chennai Consulate there are about 12 counters to conduct interviews.
* Join the lane as and when the assurers guide you to do so as per your token number
* While reaching the counter, please greet the Consulate Officers.
* Submit the set of documents to the officers which was verified at the Pre-screening counter.
* Microphones are used to converse with the Officer. Please maintain distance with the microphones to avoid huge noise.
* Listen to the question carefully, if not heard properly or understood, request the officers to repeat the question. (Refer below for FAQ’s)
* Answer to the point. Do not disclose any information/documents voluntarily.
* If the visa is granted, the Officers will collect your passport else will be returned after interview.
* Please conclude with Thanks

1. Exit

**If your visa is granted**

1. Kindly note once your Passport is ready for collection after Visa stamping, you will get an email from no-replyustraveldocs.com asking to collect the passport from their center and you need to go and collect within 14 days once after receiving that e-mail. If not collected within 14days then Passport will returned to respective Consulate.
2. To collect your passport, you must carry an original government-issued photo ID.
3. You can also collect the Visa stamped passport through the Visa helpdesk by providing the authorization letter. Contact the Visa helpdesk for more information.
4. You can also track your passport status from the following link <http://www.ustraveldocs.com/in/in-niv-passporttrack.asp>
5. Passport will return within 4-5 working days from the date of Interview.
6. Ensure that your name, visa type and passport numbers are correctly mentioned on the visa
7. Ensure you send the scanned copy of the Visa page once you receive the Passport in Hand to usvisastamping@mindtree.com
8. Counter Passport Collection: you have the OPTION to collect your passport across the counter in the city where your interview was held. Passports may be collected on the day the visa section hands over your passport to OFC. The collection timing is between 16:00 hrs to 17:00 at OFC Centre.

**Important to Note:**

* Passport will not be delivered across the counter at the U.S Embassy or

Consulate.