

**Instructions for Form I-360, Petition for
Amerasian, Widow(er), or Special Immigrant****Instructions**

Read these instructions carefully to properly complete this form. If you need more space to complete an answer, use a separate sheet of paper. Write your name and Alien Registration Number (A-Number), if any, at the top of each sheet of paper and indicate the part and number of the item to which the answer refers.

What Is the Purpose of This Form?

This petition is used to classify an alien as:

1. An Amerasian;
2. A Widow or Widower;
3. A Battered or Abused Spouse or Child of a U.S. Citizen or Lawful Permanent Resident; or
4. A special immigrant defined as one of the following:
 - A. Religious Worker;
 - B. Panama Canal Company Employee, Canal Zone Government Employee, U.S. Government in the Canal Zone Employee;
 - C. Physician;
 - D. International Organization Employee or Family Member;
 - E. Juvenile Court Dependent;
 - F. Armed Forces Member;
 - G. Afghanistan or Iraq national who supported the U.S. Armed Forces as a translator;
 - H. Iraq national who worked for or on behalf of the U.S. Government in Iraq; or
 - I. Afghan national who worked for or on behalf of the U.S. Government in Afghanistan.

Who May File Form I-360?**Amerasian**

Any person who is 18 years of age or older, including the alien, or a U.S. corporation may file this petition for a beneficiary who was born in Korea, Vietnam, Laos, Kampuchea, or Thailand after December 31, 1950, and before October 22, 1982, and was fathered by a U.S. citizen.

The petition must be filed with:

1. Copies of evidence showing that the person who is subject of this petition was born in one of the above countries between those dates.

If he or she was born in Vietnam, you must also submit a copy of his or her Vietnamese identification card, or an affidavit explaining why it is not available;

2. Copies of evidence establishing the parentage of the person, and that the biological father was a U.S. citizen. Examples of documents that may be submitted are: birth or baptismal records or other religious documents; local civil records; an affidavit, correspondence, or evidence of financial support from the father; photographs of the father (especially with the child); or, absent other documents, affidavits from knowledgeable witnesses that detail the parentage of the child and how they know such facts;
3. Photograph of the person; and
4. If the person is married, a copy of the marriage certificate and proof of the termination of any prior marriages.

The sponsorship documents noted below are also required. You may file these documents with the petition or wait until USCIS reviews the petition and requests them. However, not filing them with the petition will add to the overall processing time.

1. Form I-361, Affidavit of Financial Support and Intent to Petition for Legal Custody of Public Law 97-359 Amerasian, executed by the sponsor with the evidence of financial ability required by that form. Note that the original sponsor remains financially responsible for the Amerasian if any subsequent sponsor fails in this area;
2. Copies of evidence showing that the sponsor is at least 21 years old and is a U.S. citizen or permanent resident.

Widow/Widower of a U.S. Citizen

You may file this petition for yourself if:

1. You were married to a U.S. citizen who is now deceased and who was a U.S. citizen at the time of death.
2. Your citizen spouse died less than 2 years before the date on which you file this petition.

NOTE: If your spouse died before October 28, 2009, you may still file this petition if you do so no later than October 28, 2011.

NOTE: If your citizen spouse filed a Form I-130 for you before your citizen spouse died, you do not need to file this petition. Under 8 CFR 204.2(i)(1)(iv), your citizen spouse's Form I-130 was converted to a widow(er)'s Form I-360 when your citizen spouse died.

3. You were not legally separated from your citizen spouse at the time of death; and
4. You have not remarried.

The petition must be filed with:

1. A copy of your marriage certificate to the U.S. citizen and proof of termination of any prior marriages of either of you;
2. Copies of evidence that your spouse was a U.S. citizen, such as a birth certificate if born in the United States, Naturalization Certificate or Certificate of Citizenship issued by USCIS; Form FS-240, Report of Birth Abroad of a Citizen of the United States; or a U.S. passport that was valid at the time of the citizen's death; and
3. A copy of the death certificate of your U.S. citizen spouse.

Special Immigrant Juvenile

Any person, including the alien, may file this petition for an alien who:

1. Is present in the United States;
2. Is unmarried and less than 21 years of age;
3. Has been declared dependent upon a juvenile court in the United States, or who such a court has legally committed to or placed under the custody of an agency or department of a State, or an individual or entity appointed by a State or juvenile court;
4. Has been the subject of a determination by a juvenile court in the United States that reunification with one or both of the juvenile's parents is not viable due to abuse, neglect, abandonment, or a similar basis under State law; and
5. Has been the subject of administrative or judicial proceedings that determined that it would not be in the juvenile's best interest to be returned to the juvenile's or his or her parent's country of nationality or last habitual residence.

The petition must be filed with:

1. Copy of the juvenile's birth certificate or other evidence of his or her age; and
2. Copies of the court or administrative document(s) upon which the claim to eligibility is based.

NOTE: After a special immigrant juvenile becomes a permanent resident, his or her parent(s) may not receive any immigration benefit based on the relationship to the juvenile.

Special Immigrant Religious Worker

A U.S. employer or an alien may file this petition for an alien who seeks to enter the United States to be employed full time by a bona fide nonprofit religious organization in the United States (or a bona fide organization that is affiliated with the religious denomination in the United States) to work:

1. Solely as a minister of that religious denomination;
2. In a religious vocation either in a professional or nonprofessional capacity; or
3. In a religious occupation either in a professional or nonprofessional capacity.

To qualify, the alien must:

1. Have been a member of a religious denomination that has a bona fide nonprofit religious organization in the United States for at least the 2 years immediately preceding the filing of the petition; and
2. Have been working in one of the positions described above, either abroad or in lawful immigration status in the United States, and after the age of 14 years continuously for at least 2 years immediately preceding the filing of the petition.

NOTE: All religious workers, other than ministers, immigrating to the United States as special immigrant religious workers must immigrate or adjust to permanent resident status before the established sunset date. Statutory amendments may extend this date. USCIS will provide information on its Web site at www.uscis.gov if the date is extended.

The petition must be filed with:

1. Evidence relating to the petitioning organization:
 - A. Currently valid determination letter from the Internal Revenue Service (IRS) establishing that the organization is a tax exempt organization; or

-
- B.** For a religious organization that is recognized as tax exempt under a group tax exemption, a currently valid determination letter from the IRS establishing that the group is tax-exempt; or
- C.** For a bona fide organization that is affiliated with the religious denomination, if the organization was granted tax-exempt status under section 501(c)(3) of the Internal Revenue Code (IRC) of 1986, or subsequent amendment or equivalent sections of prior enactments of the IRC, as something other than a religious organization:
- i.** Currently valid determination letter from the IRS establishing that the organization is a tax-exempt organization;
 - ii.** Documentation that establishes the religious nature and purpose of the organization, such as a copy of the organizing instrument that specifies the purposes of the organization;
 - iii.** Organizational literature, such as books, articles, brochures, calendars, flyers, and other literature describing the religious purpose and nature of the activities of the organization; and
 - iv.** Religious Denomination Certification (part of Form I-360) completed, signed, and dated by the religious organization certifying that the petitioning organization is affiliated with the religious denomination.
- 2.** Employer Attestation (part of Form I-360) completed, signed, and dated by an authorized official of the prospective employer of an alien seeking religious worker status;
 - 3.** Verifiable evidence of how the prospective employer intends to compensate the alien, including salaried or non-salaried compensation;
 - 4.** Evidence that the alien has been a member of the religious denomination during at least the 2 years immediately preceding the petition;
 - 5.** Evidence to establish that the alien has been working in one of the positions listed above, either abroad or in lawful immigration status in the United States, and after the age of 14 years continuously for at least the 2 years immediately preceding the petition; and
 - 6.** Evidence to establish the alien is qualified to perform the duties of the offered position.

Special Immigrant Based on Employment With the Panama Canal Company, Canal Zone Government, or U.S. Government in the Canal Zone

Any person may file this petition for an alien who, at the time the Panama Canal Treaty of 1977 entered into force, either:

- 1.** Was a resident in the Canal Zone and had been employed by the Panama Canal Company or Canal Zone Government for at least 1 year; or
- 2.** Was a Panamanian national and either honorably retired from U.S. Government employment in the Canal Zone with a total of 15 or more years of faithful service; or
- 3.** Was employed for 15 years and honorably retired; or was an employee of the Panama Canal Company or Canal Zone Government, had performed faithful service for 5 years or more as an employee, and whose personal safety, or the personal safety of his or her spouse or child, is in danger as a direct result of the special nature of his or her employment and as a direct result of the Treaty.

The petition must be filed with:

- 1.** A letter from the Panama Canal Company, Canal Zone Government, or U.S. Government agency employing the person in the Canal Zone, indicating the length and circumstances of employment and any retirement or termination; and
- 2.** Copies of evidence to establish any claim of danger to personal safety.

Special Immigrant Physician

Any person may file this petition for an alien who:

- 1.** Graduated from a medical school or qualified to practice medicine in a foreign state;
- 2.** Was fully and permanently licensed to practice medicine in a State of the United States on January 9, 1978, and was practicing medicine in a State on that date;
- 3.** Entered the United States as an "H" or "J" nonimmigrant before January 9, 1978; and
- 4.** Has been continuously present in the United States and continuously engaged in the practice or study of medicine since the date of such entry.

The petition must be filed with:

1. Letters from the person's employers detailing his or her employment since January 8, 1978, including the current employment; and
2. Copies of relevant documents that demonstrate that the person for whom the petition is filed meets all the above criteria.

Special Immigrant International Organization Employee or Family Member

Certain long-term "G" and "N" nonimmigrant employees of a qualifying international organization entitled to enjoy privileges, exemptions, and immunities under the International Organizations Immunities Act, and certain relatives of such an employee, may be eligible to apply for classification as a Special Immigrant. To determine eligibility, contact the qualifying international organization or your local USCIS office.

The petition must be filed with:

1. A letter from the international organization demonstrating that it is a qualifying organization and explaining the circumstances of qualifying employment and the immigration status held by the person for whom the petition is filed; and
2. Copies of evidence documenting the relationship between the person for whom this petition is filed and the employee.

Armed Forces Member

You may file this petition for yourself if:

1. You have served honorably on active duty in the U.S. Armed Forces after October 15, 1978;
2. You originally lawfully enlisted outside the United States under a treaty or agreement in effect on October 1, 1991, for a period or periods that total:
 - A. Twelve years, and were never separated from such service except under honorable conditions; or
 - B. Six years, are now on active duty, and have reenlisted to incur a total active duty service obligation of at least 12 years;
3. You are a national of an independent state that maintains a treaty or agreement allowing nationals of that state to enlist in the U.S. Armed Forces each year; and
4. The executive department under which you have served or are serving has recommended you for this special immigrant status.

The petition must be filed with:

1. Certified proof, issued by the authorizing official of the executive department in which you are serving or have served, that you have the required honorable active duty service and/or commitment; and
2. Your birth certificate.

Afghanistan or Iraq National Supporting U.S. Armed Forces as a Translator

You may file this petition for yourself if:

1. You are a national of Afghanistan or Iraq;
2. You worked directly with the U.S. Armed Forces as a translator for a period of at least 12 months;
3. You have obtained a favorable written recommendation from a general or flag officer in the chain of command of the U.S. Armed Forces unit that you supported; and
4. Before filing this petition, you were cleared by a background check and screening, as determined by a general or flag officer in the chain of command of the U.S. Armed Forces unit that you supported.

The petition must be filed with:

1. A copy of your passport or birth certificate showing that you are a national of Afghanistan or Iraq;
2. A favorable written recommendation from a general or flag officer in the chain of command of the U.S. Armed Forces unit that you supported.

Iraq National Who Was Employed by or on Behalf of the U.S. Government in Iraq

1. You may file this petition for yourself if:
 - A. You are a national of Iraq;
 - B. You have established to the satisfaction of the Chief of Mission, Embassy Kabul, or the designee of the Chief of Mission, that you were or are employed by or on behalf of the U.S. Government in Iraq on or after October 7, 2001, for a period of not less than 1 year;

-
- C. You have established to the satisfaction of the Chief of Mission, or the designee of the Chief of Mission, that you provided faithful and valuable service to the U.S. Government. Your senior supervisor must submit a recommendation to the U.S. Government or, if your senior supervisor has left the employer or left Iraq, either the person who is currently occupying that position or someone in a more senior position with the employing entity;
 - D. You have established to the satisfaction of the Chief of Mission, or the designee of the Chief of Mission, that you have experienced or are experiencing an ongoing serious threat as a consequence of the employment by or on behalf of the U.S. Government;
 - E. You have or will have cleared a background check and appropriate screening as determined by the Secretary of Homeland Security; and
 - F. You are otherwise eligible to receive an immigrant visa and are admissible to the United States for permanent residence, excluding the grounds of inadmissibility specified in section 212(a)(4) of the Immigration and Nationality Act (INA).

2. Entitlement to status of surviving spouse or child:

You are also classifiable as a special immigrant described in section 1244 of Pub. L. 110-181 if you are the spouse or child of a principal alien who had a petition approved by USCIS, but the petition was terminated after its approval due to the death of the principal alien.

3. The petition must be filed with:

- A. Copy of your passport, birth certificate, or national identification card showing that you are a national of Iraq. If the document is in a foreign language, a certified English translation must be provided;
- B. A positive recommendation from your senior supervisor or the person currently occupying that position, or a more senior person if your senior supervisor has left the employer or has left Iraq, confirming employment of not less than 1 year on or after March 20, 2003;
- C. Proof of risk assessment conducted by the Chief of Mission, or the designee of the Chief of Mission;
- D. Proof of independent review conducted by the Chief of Mission, or the designee of the Chief of Mission, of records maintained by the U.S. Government or hiring organization or entity to confirm employment and faithful and valuable service to the U.S. Government; and

- E. If you are physically present in the United States, a copy of the front and back of your Form I-94, Arrival-Departure Record.

Afghan National Who Was Employed by or on Behalf of the U.S. Government in Afghanistan

- 1. You may file this petition for yourself if the appropriate Chief of Mission or the designee of the appropriate Chief of Mission has approved your filing of this petition and you:
 - A. Are a national of Afghanistan;
 - B. Were or are employed by or on behalf of the U.S. Government in Afghanistan on or after October 7, 2001, for a period not less than 1 year;
 - C. Have provided faithful and valuable service to the U.S. Government. Your senior supervisor must submit a recommendation to the U.S. Government or, if your senior supervisor has left the employer or left Afghanistan, either the person who is currently occupying that position or someone in a more senior position with the employing entity;
 - D. Have experienced or are experiencing an ongoing serious threat as a consequence of the employment by or on behalf of the U.S. Government;
 - E. Have or will have cleared a background check and appropriate screening as determined by the Secretary of Homeland Security; and
 - F. Are otherwise eligible to receive an immigrant visa and are admissible to the United States for permanent residence, excluding the grounds of inadmissibility specified in section 212(a)(4) (8 U.S.C. 1182(a)(4)) of the Immigration and Nationality Act (INA).

2. Entitlement to apply for status of a surviving spouse or child:

You are also classifiable as a special immigrant described in Section 602(b) of Pub. L. 111-8 if you are the spouse or child of a principal alien who had a petition approved by USCIS, but the petition was terminated after its approval due to the death of the principal alien.

3. The petition must be filed with:

- A. A copy of your passport, birth certificate, or national identification card showing that you are a national of Afghanistan. If the document is in a foreign language, a certified English translation must be provided;

- B. A positive recommendation from your senior supervisor or the person currently occupying that position, or a more senior person if your senior supervisor has left the employer or has left Afghanistan, confirming employment of not less than 1 year on or after October 7, 2001;
- C. Approval of your submission of this petition from the appropriate Chief of Mission or designee of the appropriate Chief of Mission;
- D. Proof of risk assessment conducted by the Chief of Mission, or the designee of the Chief of Mission;
- E. Proof of independent review conducted by the Chief of Mission, or the designee of the Chief of Mission, of records maintained by the U.S. Government or hiring organization or entity to confirm employment and faithful and valuable service to the U.S. Government; and
- F. If you are physically present in the United States, a copy of the front and back of your Form I-94, Arrival-Departure Record.

Self-Petitioning Battered or Abused Spouse or Child of a U.S. Citizen or Lawful Permanent Resident

You may self-petition for immediate relative or family-sponsored immigrant classification if you:

1. Are now the spouse or child of an abusive U.S. citizen or lawful permanent resident;
2. Are eligible for immigrant classification based on that relationship;
3. Are now residing in the United States or have resided in the United States with the U.S. citizen or lawful permanent resident abuser in the past;
4. Have been battered by or have been the subject of extreme cruelty perpetrated by:
 - A. Your U.S. citizen or lawful permanent resident spouse during the marriage, or are the parent of a child who has been battered by or has been the subject of extreme cruelty perpetrated by your abusive citizen or lawful permanent resident spouse during your marriage;
 - B. Your citizen or lawful permanent resident parent while residing with that parent;
5. Are a person of good moral character;

6. Are a person whose removal or deportation would result in extreme hardship to yourself, or to your child if you are a spouse; and
7. Are a spouse, and entered into the marriage to the U.S. citizen or lawful permanent resident abuser in good faith.

NOTE: Divorce or other legal termination of the marriage to the abuser **after** the self-petition is properly filed with USCIS will not be the sole basis for denial or revocation of an approved self-petition. After the approval of the self-petition by USCIS, remarriage is permitted and will **NOT** affect eligibility to become a lawful permanent resident or be grounds for revocation of the approved self-petition.

Your self-petition may be filed with any credible relevant evidence of eligibility. The determination of what evidence is credible and the weight to be given that evidence is within the sole discretion of USCIS; therefore, you are encouraged to provide the following documentation:

1. Evidence of the abuser's U.S. citizenship or lawful permanent resident status;
2. Marriage and divorce decrees, birth certificates, or other evidence of your legal relationship to the abuser;
3. One or more documents showing that you and the abuser have resided together in the United States in the past, such as employment records, utility receipts, school records, hospital or medical records, birth certificates of children, mortgages, rental records, insurance policies, or affidavits;
4. One or more documents showing that you are now residing in the United States, such as the documents listed above;
5. Evidence of the abuse, such as reports and affidavits from police, judges and other court officials, medical personnel, school officials, clergy, social workers, and other social service agency personnel. If you have an order of protection, or have taken other legal steps to end the abuse, you should submit copies of those court documents;
6. If you are more than 14 years of age, your affidavit of good moral character accompanied by a local police clearance, State-issued criminal background check, or similar report from each locality or State in the United States or abroad in which you have resided for 6 or more months during the 3-year period immediately preceding the filing of your self-petition;
7. Affidavits, birth certificates of children, medical reports, and other relevant credible evidence of the extreme hardship that would result if you were to be removed or deported; and

8. If you are a spouse, proof that one spouse has been listed as the other's spouse on insurance policies, property leases, income tax forms, or bank accounts; and testimony or other evidence regarding your courtship, wedding ceremony, shared residence, and experiences showing that your marriage was entered in good faith.

NOTE: A self-petitioning battered or abused spouse or child of a U.S. citizen or lawful permanent resident may submit any relevant credible evidence in place of the suggested evidence.

Public Service Information

The National Domestic Violence Hotline provides information, crisis intervention, and referrals to local service providers, including legal assistance organizations, to victims of domestic violence or anyone calling on their behalf at **1-800-799-7233** or TTY **1-800-787-3224**.

The hotline services are available 24 hours a day, 7 days a week, toll-free from anywhere in the United States, Puerto Rico, or the U.S. Virgin Islands. The staff and volunteers speak both English and Spanish and have access to translators in 139 languages.

General Instructions

Step 1. Fill Out Form I-360

1. Type or print legibly in black ink.
2. If extra space is needed to complete any item, attach a continuation sheet, indicate the item number, and date and sign each sheet.
3. Answer all questions fully and accurately. State that an item is not applicable with "N/A." If the answer is none, write "None."
4. Every petition must be properly signed and accompanied by the proper fee. If you are under 14 years of age, your parent or guardian may sign the petition.

Step 2. General Requirements

Translations. Any document containing a foreign language submitted to USCIS must be accompanied by a full English language translation that the translator has certified as complete and accurate, and by the translator's certification that he or she is competent to translate from the foreign language into English.

Copies. Unless specifically required that an original document be filed with an application or petition, an ordinary legible photocopy may be submitted. Original documents submitted when not required will remain a part of the record, even if submission was not required.

Where To File?

Where you can submit Form I-360 depends on where you live and/or the category in which you are filing. Read the following instructions carefully to determine where to file the petition, as the filing location may have changed.

Updated Filing Address Information

The filing addresses provided on this form reflect the most current information as of the date USCIS last printed this form. If you are filing Form I-360 more than 30 days after the latest edition date shown in the lower right corner, visit our Web site at www.uscis.gov before you file, and check the "FORMS" page to confirm the correct filing address and version currently in use. Check the edition date located in the lower right corner of the form.

If the edition date on your Form I-360 matches the edition date listed for Form I-360 on the online "FORMS" page, your version is current. If the edition date on the online version is more recent, download a copy and use it.

If you do not have Internet access, call the National Customer Service Center at **1-800-375-5283** to verify the current filing address and edition date.

USCIS will reject improperly filed forms. USCIS will return the fee with instructions to resubmit the entire filing using the current form instructions.

If you live outside the U.S. and are self-petitioning, you may file Form I-360 at the USCIS office or U.S. Embassy or consulate that has jurisdiction over the area where you live. The Form I-485 cannot be filed with Form I-360 if you live outside of the U.S.

Self-Petitioning Battered or Abused Spouse or Child (Part 2, Box "i" or "j" on the form):

You must file Form I-360 at the **USCIS Vermont Service Center**, regardless of where you live. In some cases you may file it with Form I-485.

NOTE: You may file Form I-485 with Form I-360 if the abusive spouse or parent is a U.S. citizen. Otherwise, an immigrant visa number must be immediately available to file Form I-485.

USCIS Vermont Service Center

USCIS
Vermont Service Center
75 Lower Welden Street
St. Albans, VT 05479-0001

Afghan and Iraqi Translators/Interpreters, or Iraqi and Afghan Employees Who Worked for or on Behalf of the U.S. Government (Part 2, Box "k" or "l" or "m" on the form) must file Form I-360 at the **USCIS Nebraska Service Center**, regardless of where you live. You **cannot** file it at the same time as Form I-485.

USCIS Nebraska Service Center

USCIS
Nebraska Service Center
P.O. Box 87485
Lincoln, NE 68501-7485

You must file at the USCIS Chicago Lockbox Facility if you are filing your Form I-360 under the classification:

1. Amerasian (Part 2, Box "a" on the form):

NOTE: If you live outside the United States, you may file Form I-360 at the USCIS office or U.S. Embassy or consulate that has jurisdiction over the area where you live.

2. Widow or Widower (Part 2, Box "b" on form) filed with Form I-485. (Note: Form I-360 submitted alone should go to the USCIS Dallas or Phoenix Lockbox Facility, based on where the applicant lives. See address chart on page 9 for guidance.)

3. Special Immigrant Juvenile (Part 2, Box "c" on the form): You may file alone or with Form I-485.

4. Special Immigrant Armed Forces Member (Part 2, Box "h" on form), and you are filing Form I-360 with Form I-485. If you are filing under the classification Special Immigrant Armed Forces member, and you are filing Form I-360 alone, you may file at the USCIS Phoenix or Dallas Lockbox, based on where you live. See chart on page 9.

USCIS Chicago Lockbox

For U.S. Postal Service (USPS) deliveries
USCIS
P.O. Box 805887
Chicago, IL 60680-4120

For Express mail and courier deliveries:

USCIS
Attn: FBAS
131 South Dearborn - 3rd Floor
Chicago, IL 60603-5517

If you are filing the Form I-360 for any other reason, file your application at the USCIS Phoenix or Dallas Lockbox facility, based on where you live. See chart on page 9.

Other filing categories include but are not limited to:

- 1. Religious Workers (Part 2, Box "d" on the form)** must **not** file Form I-360 concurrently with a Form I-485;
- 2. Panama Canal Company Employment (Part 2, Box "e" on the form)** must **not** file Form I-360 with Form I-485;
- 3. Canal Zone Government Employment or U.S. Government in Canal Zone Employment (Part 2, Box "e" on the form)** must **not** file Form I-360 with Form I-485;
- 4. Special Immigrant Physician (Part 2, Box "f" on the form)** must **not** file Form I-360 with Form I-485;
- 5. Special Immigrant Organization Employee or Family Member (Part 2, Box "g" on the form)** must file Form I-360 alone or with Form I-485;
- 6. International Broadcasters (Part 2, Box "g" on the form)** must **not** file Form I-360 with Form I-485;
- 7. Members of the Armed Forces who live within the United States (Part 2, Box "h" on the form)** and who are filing Form I-360 alone. (Note: Those wishing to file Form I-360 with Form I-485 must submit their application to the USCIS Chicago Lockbox facility. **See address on page 8.**)

USCIS Phoenix or Dallas Lockbox Facility

If you live in:	File your application at:
Alaska	<u>USCIS Phoenix Lockbox</u>
Arizona	
California	For U.S. Postal Service (USPS) deliveries:
Colorado	
Hawaii	USCIS
Idaho	
Illinois	PO Box 21281
Indiana	
Iowa	Phoenix, AZ 85036
Kansas	
Michigan	For Express mail and courier service deliveries:
Minnesota	
Missouri	USCIS
Montana	
Nebraska	Attn: AOS
Nevada	
North Dakota	1820 E. Skyharbor Circle S
Ohio	
Oregon	Suite 100
South Dakota	
Utah	Phoenix, AZ 85034
Washington	
Wisconsin	
Wyoming	
Guam	
the Commonwealth of	
Northern Mariana Islands	

USCIS Phoenix or Dallas Lockbox Facility (continued)

If you live in:	File your application at:
Alabama	<u>USCIS Dallas LockBox</u>
Arkansas	
Connecticut	For U.S. Postal Services (USPS) deliveries:
Delaware	
District of Columbia	USCIS
Florida	
Georgia	PO Box 660867
Kentucky	
Louisiana	Dallas, TX 75266
Maine	
Maryland	For Express mail and courier service deliveries:
Massachusetts	
Mississippi	USCIS
New Hampshire	
New Jersey	Attn: AOS
New Mexico	
New York	2501 S. State Hwy. 121, Business Suite 400
North Carolina	
Oklahoma	Lewisville, TX 75067
Pennsylvania	
Puerto Rico	
Rhode Island	
South Carolina	
Tennessee	
Texas	
Vermont	
Virginia	
U.S. Virgin Islands	
West Virginia	

E-Notification

If you are filing your Form I-360 at one of the USCIS Lockbox facilities, you may elect to receive an e-mail and/or text message notifying you that your application has been accepted. You must complete Form G-1145, E-Notification of Application/Petition Acceptance, and clip it to the first page of your application. To download a copy of Form G-1145, including the instructions, click on the link www.uscis.gov "FORMS."

What Is the Filing Fee?

The filing fee for Form I-360 is **\$405**, except there is no fee if filing for an Amerasian; a Special Immigrant Juvenile; as a self-petitioning battered or abused spouse or child of a U.S. citizen or lawful permanent resident; an Iraqi national who worked for or on behalf of the U.S. Government in Iraq; or an Afghan national who worked for or on behalf of the U.S. Government in Afghanistan.

Use the following guidelines when you prepare your check or money order for Form I-360.

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**, unless:
 - A. If you live in Guam, make it payable to **Treasurer, Guam**.
 - B. If you live in the U.S. Virgin Islands, make it payable to **Commissioner of Finance of the Virgin Islands**.

NOTE: Spell out U.S. Department of Homeland Security; do not use the initials "USDHS" or "DHS."

Notice to Those Making Payment by Check. If you send us a check, it will be converted 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 will be shown on your regular account statement.

You will not receive your original check back. We will destroy your original check, but we will keep a copy of it. If the EFT cannot be processed for technical reasons, you authorize us to process the copy in place of your original check. If the EFT cannot be completed because of insufficient funds, we may try to make the transfer up to two times.

How to Check If the Fees Are Correct

The fee on this form is current as of the edition date appearing in the lower right corner of this page. However, because USCIS fees change periodically, you can verify if the fees are correct by following one of the steps below:

1. Visit our Web site at **www.uscis.gov**, select "FORMS," and check the appropriate fee;

2. Review the Fee Schedule included in your form package, if you called us to request the form; or
3. Telephone our National Customer Service Center at **1-800-375-5283** and ask for the fee information.

Address Changes

If you change your address and you have an application or petition pending with USCIS, you may change your address online at www.uscis.gov, click "Online Change of Address," and follow the prompts, or you may complete and mail Form AR-11, Alien's Change of Address Card, to:

**U.S. Citizenship and Immigration Services
Change of Address
P.O. Box 7134
London, KY 40742-7134**

For commercial overnight or fast freight services only, mail to:

**U.S. Citizenship and Immigration Services
Change of Address
1084-I South Laurel Road
London, KY 40744**

Processing Information

Any Form I-360 that is not signed or accompanied by the correct fee will be rejected with a notice that Form I-360 is deficient. You may correct the deficiency and resubmit Form I-360. An application or petition is not considered properly filed until accepted by USCIS.

Initial processing. Once Form I-360 has been accepted, it will be checked for completeness, including submission of the required initial evidence. If you do not completely fill out the form, or file it without required initial evidence, you will not establish a basis for eligibility, and we may deny your petition.

Requests for more information or interview. We may request more information or evidence, or we may request that you appear at a USCIS office for an interview. We may also request that you submit the originals of any copy. We will return these originals when they are no longer required.

Decision. If you establish that the person this petition is for is eligible for the requested classification, we will approve the petition. We will send it to the U.S. Embassy or consulate for visa issuance, unless he or she is in the United States and appears eligible and intends to apply for adjustment to permanent resident status while here. If you do not establish eligibility, we will deny the petition. We will notify you in writing of our decision.

USCIS Forms and Information

To order USCIS forms, call our toll-free number at **1-800-870-3676**. You can also get USCIS forms and information on immigration laws, regulations, and procedures by telephoning our National Customer Service Center at **1-800-375-5283** or visiting our Internet Web site at www.uscis.gov.

As an alternative to waiting in line for assistance at a USCIS office, you can now schedule an appointment through our Internet-based system. To access the system, visit our Web site. Use the **InfoPass** appointment scheduler and follow the screen prompts to set up your appointment. **InfoPass** generates an electronic appointment notice that appears on the screen.

Penalties

If you knowingly and willfully falsify or conceal a material fact or submit a false document with your Form I-360, we will deny Form I-360 and may deny any other immigration benefit.

In addition, you will face severe penalties provided by law and may be subject to criminal prosecution.

Privacy Act Notice

We ask for the information on this form, and associated evidence, to determine if you have established eligibility for the immigration benefit for which you are filing. Our legal right to ask for this information can be found in the Immigration and Nationality Act, as amended. We may provide this information to other government agencies. Failure to provide this information, and any requested evidence, may delay a final decision or result in denial of your Form I-360.

USCIS Compliance Review and Monitoring

By signing this form, you have stated under penalty of perjury (28 U.S.C.1746) that all information and documentation submitted with this form is true and correct. You also have authorized the release of any information from your records that USCIS may need to determine eligibility for the benefit you are seeking and consented to USCIS verification of such information.

The Department of Homeland Security has the right to verify any information you submit to establish eligibility for the immigration benefit you are seeking at any time. Our legal right to verify this information is in 8 U.S.C. 1103, 1155, 1184, and 8 CFR parts 103, 204, 205, and 214. To ensure compliance with applicable laws and authorities, USCIS may verify information before or after your case has been decided. Agency verification methods may include but are not limited to: review of public records and information; contact via written correspondence, the Internet, facsimile or other electronic transmission, or telephone; unannounced physical site inspections of residences and places of employment; and interviews. Information obtained through verification will be used to assess your compliance with the laws and to determine your eligibility for the benefit sought.

Subject to the restrictions under 8 CFR part 103.2(b)(16), you will be provided an opportunity to address any adverse or derogatory information that may result from a USCIS compliance review, verification, or site visit after a formal decision is made on your case or after the agency has initiated an adverse action which may result in revocation or termination of an approval.

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 OMB control number. The public reporting burden for this collection of information is estimated at 2 hours per response, (except 3 hours per response for Iraqi Nationals who were employed by or on behalf of the U.S. Government in Iraq, and 2 hours and 15 minutes per response for Religious Workers), including the time for reviewing instructions and completing and submitting the form. 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 Products Division, Office of the Executive Secretariat, 20 Massachusetts Ave., N.W., Washington, DC 20529-2020. OMB No. 1615-0020; This form expires January 31, 2013. **Do not mail your application to this address.**