

## NON U.S. CITIZEN INFORMATION CHECKLIST

AFS-USA applicants who are not U.S. citizens must complete this form and submit it to their Study Abroad Specialist as part of their application process.

This form will be reviewed by your Study Abroad Specialist as well as our Visa Coordinator prior to your acceptance into the program.

Your Name (First, Middle, Last) as it appears on passport:

Your Country of Citizenship:

Your Program of Interest:

Country:

Program Type (homestay, community service, language study):

Program Length (semester, year, trimester, 4 to 6 weeks):

### Important Information

- You must have a valid passport and legal status in the US with a valid US residency document in order to participate in an AFS-USA program.
- Your passport and US residence document must not expire for **at least 6 months** after your AFS-USA program ends.
- If your documents do or will expire sooner than 6 months after your program end date, you will need apply to renew the document(s) right away.
- *If you hold DUAL CITIZENSHIP, please let AFS-USA know and provide copies of both your passports, as well as a copy of your US residency document, if you do not have a US passport.*

### 1. Do you currently possess a valid passport from your country of citizenship?

**YES.** My passport expiration date is: \_\_\_\_\_ **Skip to question 2.**

**NO.** I have applied or will apply for the passport on: \_\_\_\_\_

I expect the passport back by approximately\*: \_\_\_\_\_ **Skip to question 2.**

*\*MAKE SURE TO SEND US A COPY OF THE RENEWED PASSPORT ONCE YOU HAVE IT ([sendingvisas@afsusa.org](mailto:sendingvisas@afsusa.org)).*

**NO.** I do not currently possess a passport from my country of citizenship because I am **NOT ELIGIBLE** to apply for this reason:

If you do not have a passport, do you possess a valid Refugee Travel Document?

Circle **YES** or **NO**

**Note:** *If you are a legal US resident and unable to apply for a passport from your country of citizenship due to safety or political reasons, you may be eligible to apply for a Refugee Travel Document. Please contact AFS-USA right away, as these can be expensive (over \$300) and time consuming to obtain (processing can take 6 months, expediting often requires the intervention of a Senator). You can find information by doing a search on "Applying for a Travel Document" at the following website: <http://www.uscis.gov/portal/site/uscis>.*

## 2. My U.S. Residency Status is:

\_\_\_\_ **PERMANENT RESIDENT WITH VALID PERMANENT RESIDENT CARD.** Provide AFS-USA a copy of your card and ensure it does not expire for up to 6 months after your intended return. If you need to renew your card, please do so and let us know when you expect it back.

\_\_\_\_ **PERMANENT RESIDENT WITHOUT CARD AND/OR EXPIRING CARD.** Please explain your status and what kind of document you have, if any, as you wait for your card. Provide AFS-USA a copy of document, if applicable.

\_\_\_\_ **OTHER TYPE OF VISA.** You must provide AFS-USA a copy. In the space below, please list the name, type, and expiration date of visa (*for example: "H4 Dependents Visa / dependent of foreign worker"*):

Name of Visa (ex. F, J, I):

Type of Visa (ex. Student, immigrant, media):

Expiration Date:

\_\_\_\_ **DACA STATUS.** If you are a Dreamer, you must already have approved DACA paperwork that is valid for 6 months beyond your intended travel dates. If you do not yet have approved DACA paperwork, you must receive approval prior to applying to one of our programs and may consider programs after your expected approval date. If you already have valid DACA paperwork, you must provide AFS-USA a copy of your [form i-821d](#). In the space below, please list the name, type, and expiration date of the forms.

\_\_\_\_\_ **Travel Document.** If you have valid DACA paperwork with an expiration date 6 months beyond your intended dates of travel on one of our programs, this does not guarantee your ability to travel. You will also require approval by the US-Government on form [i-131](#), Application for Travel Document. If you are interested in joining one of our programs departing in June-August, you must submit your i-131 by the preceding February 28 and receive the approval by the preceding April 30 of your travel date. If you would like to apply for one of our programs departing in a January-March, you must apply by the preceding June 31 and receive approval by the preceding August 31. In the space below, please list the name, type, and expiration date of the forms if you already have them. Otherwise, please state that you have applied and provide a scan of your application.

## 3. Could you obtain the following information, if needed:

1. An original or certified copy of the birth certificate from your country of birth?

Circle **YES** or **NO**

2. Notarized signatures from both parents/all legal guardians\* with any legal parental rights over you.

Circle **YES** or **NO** *\*If you have one or both legal guardians living in another country at present, please let us know, as this can interfere with visa processes for minors.*

## 4. Please describe the following entry and exit requirements for your visa:

1. Can the participant enter and exit the United States without additional forms?

Circle **YES** or **NO**

If **NO**, please describe the rules and restrictions on your travel in the space below.

## **PARTICIPANTS ARE RESPONSIBLE FOR ACKNOWLEDGING THE INFORMATION BELOW:**

- Visa and passport costs can vary, are the responsibility of the participant to cover, and are not covered by AFS-USA tuition. *In some cases, you may have a scholarship that covers some or all visa costs. If this is the case, you must discuss this with your scholarship provider.*
- The visa requirements for each country vary for citizens of different nations. The visa requirements for a USA citizen will differ from someone who has Japanese citizenship, etc. Depending on the visa requirements of your host country in relation to your citizenship and US status, it may or may not be possible for you to participate on this program at this time. AFS-USA will work with you to investigate the requirements and figure out what is needed. If the requirements can be fulfilled with the resources and time available, you will be permitted to continue your application to participate on the program. If, after research and discussion regarding what is required, it is decided that visa requirements cannot be fulfilled with the resources and time available, you may need to consider a different program with a more manageable visa process, withdraw, or rollover your application to another cycle.
- It is your responsibility to ensure that passport and US residence document are valid for up to 6 months after the end of your AFS-USA exchange program.
- You are responsible for traveling to and from the host country with his or her passport, US residence document, and the required host country visa (if applicable).  
*AFS-USA will provide instructions regarding how to apply for the host country visa, if one is required.*
- You are responsible for having complete knowledge of travel restrictions (can the participant reenter the United States after any time abroad, and if so – does the participant need extra forms)
- AFS-USA offers visa instructions related to our program offerings, but, other than some basic guidance, does not provide US Immigration law advice. **It is the participant's responsibility to ensure that his or her U.S. residence status permits departure from the United States for the duration of the program and allows him or her to legally re-enter thereafter.**
  - *If your U.S. status requires you to apply for a re-entry permit in order to re-enter the U.S., it is the participant's responsibility to research this and to apply for one.*
  - *Note that, if you are planning to apply for US citizenship in the near future, long absences from the US may affect the timing or process of your naturalization as a US citizen.*

**Please enter your initials and today's date:** \_\_\_\_\_