



Embassy of the United States of America – Bangkok, Thailand

Consular Section, Immigrant Visa Unit

Address: 95 Wireless Road, Bangkok 10330, Thailand

Website: <https://th.usembassy.gov/visas/immigrant-visas/>

Contact Us: visasbkk@state.gov

K

Packet 3 & 4
Instructions

INSTRUCTIONS FIANCE(E) 'K' VISA APPLICANTS

Please review the detailed guidance provided below to schedule an interview and prepare the required documents. **Applications that are incomplete at the time of the visa interview will be TURNED AWAY and required to reschedule.** You should **NOT** make any travel plans, quit your job, or sell your property until you have physically received your passport and a U.S. immigrant visa.

Stage 1: Create USTravelDocs Account and Pay Application Fee

Once you receive the K Visa Packet 3 & 4 Instruction via email, it means that your case is now at the U.S. Embassy Bangkok – Immigrant Visa Unit and ready for visa adjudication. Before scheduling your visa interview, you are required to create your USTravelDocs Account, register your delivery address, and make the application fee payment. Please refer to the instructions below for more detailed steps.

Step 1 – Create an account on <https://www.ustraveldocs.com/th/th>. If you already have an account, sign in to your account.

Step 2 – From the system dashboard, select “**Start Application**” on the left pane menu. Make sure you enter the most recent Passport Number and provide your contact numbers in Thailand. **These fields are important.**

Step 3 – Fill in your person information, contact numbers in Thailand, delivery address, and passport number.

Step 4 – Choose “**Immigrant**” for Visa Type, select “**Bangkok IV**” for Embassy/Consulate, and choose “**K Visas**” for Post Visa Category.

Step 5 – Choose “**K1**” and submit. If you wish to have unmarried children under 21 years old immigrate with you, you will be able to add them as dependents in the next step.

Step 6 – Enter your valid **DS-160 Barcode Number**. Please make sure you visit this [website](#) and follow the instructions to complete your DS-160 Form.

Step 7 – At this stage, you can add K2 derivatives (if any) to your application. Please prepare K2 personal information including passport numbers, contact numbers, and emails.

Step 8 – Specify the document delivery options / details, then select “**Next**”.

Step 9 – Enter the NVC/KCC Case Number. Select the “**Payment Type**” option and follow the online instructions. Several payment options are available for K visa application fee. For more information, you may visit <https://www.ustraveldocs.com/th/en/payment-options>.

Please do not attempt to pay the visa application fee without having received “Instruction and Appointment Packet (Packet 3 & 4 for K Visa)” from U.S. Embassy, Bangkok.



Stage 2: Schedule an Interview Appointment

After your payment is received and reflected in the system, please log back to your USTravelDocs account. From the Dashboard, please select “**Continue Application**” on the left pane menu.

Step 1 – If your receipt has been activated, click “**Submit**” on the Confirm Receipt page.

Step 2 – Now you can schedule your appointment from the open slots in the appointment calendar. Choose your preferred date and time for your interview appointment, then click “**Submit**”.

- If there are no available appointments, that means all appointments are filled. As we frequently open additional appointments, please continue to check the website for more availability.
- Even though the Fiancé(e) K-1 visa is a non-immigrant visa, your application will be processed as an immigrant visa. Please be sure to select “Immigrant” when scheduling your interview appointment online.
- You must enter a valid DS-160 Confirmation Number for your visa application. Your visa application will be processed based on this DS-160 Confirmation Number. Failure to provide a valid number may result in denial of your visa application and/or cancellation of your visa interview appointment. The information in your DS-160 application must be valid and accurate to the best of your knowledge. If you complete a new DS-160 application after scheduling an appointment online, please remember to log into your USTravelDocs account, update the new DS-160 Barcode Number on your appointment, and print out a new Appointment Confirmation Page.

Step 3 – Click “**Print**” and print out 2 copies of the **Appointment Confirmation Page** (one for your medical examination and the other one for your visa interview appointment).

If you have any questions about how to schedule your appointment, please contact the U.S. Visa Service Call Center at support-thailand@usvisascheduling.com or call 02-026-8791, Monday to Friday between 07:00-16:00 hrs.

Stage 3: Get a medical exam and vaccinations

As part of your visa application, you must have a valid medical examination. However, only certain panel physicians can conduct official medical examinations for visa applicants. Medical exams from any other physician cannot be accepted. As a result, **it is advised that immigrant visa applicants** schedule their medical exam to occur at least 10-14 business days before their interview dates. Instructions for obtaining a medical exam can be referred from [here](#).

In general, your visa expiration date will be the same as the expiration date of your medical exam (usually six months from the date of the exam, and sometimes three months for certain medical conditions). If your medical examination has not been completed due to ongoing testing, treatment, or other reasons, you **will not** be allowed to attend the visa interview. Please schedule or reschedule your visa interview appointment **after** receiving the complete medical examination.



Stage 4: Prepare required documents for the interview

Please arrange the copies of your documents *in order* as listed below and separate all original documents from the copies.

If you do not have the original documents, a certified copy issued by official authority can be submitted instead of the original. After reviewing, all the original documents will be returned.

Translations: All non-English documents must be accompanied by a certified English translation that includes a statement by the translator that the “Translation is accurate” and the “Translator is competent to translate.” Also, please bring a copy of the translation to the interview. *In Thailand, you can request civil registration documents (such as Birth and Marriage Certificate) in English at any local district office (Thai Amphur). If you have obtained the English version of a required document directly from the Thai Amphur, an English translation of that document will no longer be needed.*

If you do not submit the items in this checklist at the visa interview, you may be requested to reschedule the new visa interview appointment and your visa application will be delayed.

- ❑ **DS-160 Confirmation Page:** Applicants may refer to the instructions on [UStavelDocs](#). To complete the form, please visit [Consular Electronic Application Center \(CEAC\)](#) and follow the directions indicated on the website. **All visa applicants including K-2 derivatives are required to submit their DS-160 confirmation pages to receive an interview date.**
- ❑ **Passport:** Original and Copy. Your passport must be valid for travel to the United States and have at least eight (8) months of validity beyond the visa issuance date. Your visa will be issued under the same name appearing on your passport.
- ❑ **Previous Passports:** Applicants should submit all previous passports, or police reports for any lost or missing previous passports or U.S. visas, particularly passports containing other U.S. visas or that were used to travel to the United States.
- ❑ **Photographs:** Two (2) COLOR frontal view photographs taken within the past six months. Review the requirements [here](#). Each applicant must write their first and last name in English on the back of their photos.
- ❑ **Receipt of K Visa Application Fee Payment:** The payment confirmation should state your visa fee amount in THB or USD amount equal to **USD 265** per applicant. Bring the original payment receipt as well as the photocopied version.
- ❑ **Approved I-129F Petition:** Applicants and derivative children must print out and bring the approved version of I-129F Petition, which the applicants have received via the Embassy’s email titled “K Visa Packet 3 & 4 instructions.”
- ❑ **Police Certificates:** If you are 16 years old or older, you must obtain an original copy of a police certificate with English translation from all countries you have lived in, using below criteria:



If you ...	AND you...	THEN submit a police certificate from...
Are 16 years old or older	Lived in your country of nationality for more than 6 months at any time in your life	Your country of nationality
Are 16 years old or older	Have lived in your country of current residence (if different from nationality) for more than 6 months	Your country of current residence
Have ever lived in another country for 12 months or more	Were 16 years old or older at the time you lived there	The country where you used to live.
Were arrested for any reason, regardless of how long you lived in that city or country, and no matter what age you were	-	The city and/or country where you were arrested.

Present and former residents of the United States do NOT need to submit any U.S. police certificates. Instructions for obtaining a Thai police certificate can be accessed via [this link](#). For more information on obtaining police certificates from other countries, applicants are recommended to review [U.S. Visa Reciprocity and Civil Documents](#).

- ❑ **Court and Prison Records (if any):** If you were previously convicted of a crime, you **MUST** obtain a certified copy of each court and prison record even if you were later granted amnesty, a pardon, or other act of clemency. The section of the law under which you were found guilty, and the maximum penalty must be identified along with certified English translations. Applicants are advised to prepare the letter of case termination (if any).
- ❑ **Medical Exam:** You will receive a sealed envelope with your medical examination report inside. Please bring it to the interview and **do not open the medical envelope before the interview**.
- ❑ **Birth Certificate:** Original and copy. You and each family member immigrating with you must obtain an original birth certificate or a certified copy. If you were born outside of Thailand, please see [U.S. Visa Reciprocity and Civil Documents](#) for steps to request a birth certificate. Please place the English translation of this document on top of the original.
 - If an official Thai birth certificate is unobtainable, you should submit a Certificate of Birthplace (original and copy).
- ❑ **Name Change Certificates:** Original and copy. If you have changed any of your names, you must submit all name change certificates. Please arrange the certificates in order from the oldest to the newest. The interviewing officer must be able to clearly track the name changes from the name on your birth certificate to the name on your passport. Please place the English translation of this document on top of the original.
 - If you are unable to obtain individual name change certificates, you must submit an original Certificate of Same Person, issued by the local district offices (Thai Amphur), listing all names since birth.



- ❑ **Marriage Termination or Death Certificates:** Original and copy. Both the petitioner and applicant must present certificates for the legal termination of any prior marriages or of the death of a prior spouse. Please place the English translation of these documents on top of the original.
- ❑ **Military Records (if any):** Original and Copy. If you have ever served in the military of any country, you must obtain a photocopy and English translation of your military record. For more information, please see [U.S. Visa Reciprocity and Civil Documents](#).

For Thai K visa applicants, please prepare the military records such as **Sor Dor 8**, **Sor Dor 9**, or **Sor Dor 43** Certificates.

- ❑ **Immigration Records (If any):** Applicants who have been denied admission to the United States, who have requested legal status extensions, who have changed U.S. immigration status, who have applied for asylum, been deported, or granted voluntary departure from the United States must submit all relevant documentation.
- ❑ **Evidence of Financial Support:** The petitioner may be requested to present evidence that neither the applicant nor any dependent children (if applicable) will become a public charge in the United States. A [Form I-134 Affidavit of Support](#), signed by the petitioner submitted with his or her IRS [tax transcript](#) (NOT 1040 Tax Returns), will satisfy this requirement. The petitioner's income must meet 125% of the [Poverty Guidelines](#). Please see this link for information about [required financial documents](#).
 - **Note for Petitioners Residing Abroad:** For petitioners who have been residing outside of the United States, you must meet the domicile requirement. To do so, you must demonstrate that you have maintained continuing ties to the United States and/or taken steps to reestablish your residence in the United States. Information about your planned return to the United States, including a six-month timeline and evidence of your efforts to reestablish your residence, should be provided. More details on domicile can be found [here](#).
- ❑ **Evidence of Relationship:** You must provide evidence of your relationship with the petitioner at the interview. Such evidence can include photographs, letters, emails, or any other evidence that demonstrates your relationship with the petitioner. If the Consular Officer is not convinced of your relationship with the petitioner, you may be asked to submit further evidence.



Submit your documents in this order at the interview:

1. DS-160 Confirmation Page
2. Passport
3. Previous Passports
4. Photographs
5. Receipt of K Visa Application Fee Payment
6. Approved Petition I-129F
7. Thai Police Certificate
8. Foreign Police Certificates
9. Court and Prison Records
10. Medical Exam
11. Birth Certificate
12. Name Change Certificate(s)
13. Divorce Certificates or Death Certificate of Prior Spouse(s) of the Applicant (if any)
14. Military Records
15. Divorce Certificates or Death Certificate of Prior Spouse(s) of the Petitioner (if any)
16. Evidence of Financial Support
17. Evidence of Relationship

Stage 5: Attend the interview

Please arrive at least 30 minutes before your scheduled appointment to give enough time to go through security. If you are more than 15 minutes late for your appointment, your appointment may be canceled and rescheduled. A consular officer will interview you (and accompanying family member beneficiaries) and determine whether you are eligible to receive an immigrant visa. As part of the interview process, ink-free, digital fingerprint scans will be taken.

For a list of security regulations, please [review our website](#). Cell phones are not allowed inside the embassy during your appointment.

Children Under the Age of 18: A parent or legal guardian should accompany the minor to the visa interview. If a parent or legal guardian cannot attend the interview, another adult may bring a notarized letter from the parent or legal guardian authorizing him/her to be the parent's representative for the purpose of the interview.

Failure to Appear for Interview: If you cannot appear at your scheduled interview, contact the U.S. Embassy Immigrant Visa section as soon as possible. If you do not contact the U.S. Embassy or Consulate within 60 days of receiving a reminder letter, your case will be considered abandoned. This means your immigrant visa petition will be terminated and any fees paid will not be refunded.

Step 6: After the Interview

If Your Visa is Approved: If your visa application is approved, your passport and visa will be returned to you by the designated courier. Delivery usually takes about 10 business days after the interview. Your documents will be delivered to the address you previously registered with the [Global Support Strategy \(GSS\) system](#). It is important to provide correct address with contactable numbers in Thailand



as the designated courier may contact you before delivering. It is the applicant's responsibility to contact the courier service provider in the event that the first delivery attempt is unsuccessful.

If Your Visa is Denied: The most common reason for a visa denial is because the consular officer does not have sufficient information needed to process your application to conclusion, or you may be missing some supporting documentation. The consular officer will inform you what documents are missing and how to provide them. Your case will be denied under INA 221(g) until all required documents are complete.

If your visa is denied based on a visa ineligibility, the consular officer will inform you why you are ineligible to receive a visa. Under U.S. law, many factors could make an applicant ineligible to receive a visa. For more information, please refer to [Ineligibilities for U.S. Visas](#). In some instances, the law might allow you to apply for a waiver of ineligibility. If you are qualified to apply for such a waiver, the consular officer will advise you on how to request one. Please review the [Visa Denials](#) webpage for more details.

Delays are common. Even if you are told that your visa application is approved during your interview, you should **NOT** make any travel plans, quit your job, or sell your property until you have physically received your passport and U.S. immigrant visa.

Additional Resources

- ❑ Immigrant Visas Processing [General FAQs](#).
- ❑ You can search for USCIS forms [at this website](#).
- ❑ Find this instruction package and more information [on our website](#).
- ❑ For scheduling questions, please contact the U.S. Visa Service Desk at support-thailand@ustraveldocs.com or call 02-026-8791 (Monday to Friday between 07:00-16:00). For callers in the United States, please call +17037839410.

Rescheduling / Cancelling Your Appointment

If you are unable to attend your appointment, you can reschedule or cancel your appointment online. Please log into your account [here](#). On the dashboard, select “**Reschedule Appointment**”, if you want to choose a new date and time. If you wish to cancel the appointment, select the “Manage Appointments” menu, then click “**Cancel Appointment**”.

If you have attended the K visa interview and were instructed to reschedule after obtaining the original and photocopies of all required documents. Please log into your account [here](#). Select “**(Re)Scheduling K Visa**” for Post Visa Category.

Please note that the fiancé(e) visa application processing fees are non-refundable and non-transferable. However, the receipt is valid for one year from the date of payment. Applicants can use this receipt to reschedule their interview appointment while the receipt is valid but must attend a visa interview within one year of the fee payment. After one year, the fee payment will expire, and applicants must pay the fee again.



Important Information

Fiancé(e) (K) visa applicants must carefully read and understand the [Information on the Legal Rights Available to Immigrant Victims of Domestic Violence in the United States and Facts about Immigrating on a Marriage-Based Visa \(Thai version\)](#) before your visa processing.



For K1 visa applicants: Do not marry your petitioner before you have received your visa and traveled to the United States. The law requires K1 visa applicants to remain legally free to marry throughout the process. If you get married, even to your fiancé(e), your petition will be cancelled and cannot be reinstated. If you get married before reaching the United States, your fiancé(e) (K) visa application will be void and the petitioner would then have to start a new, different type of immigrant visa case for spouses from the beginning.

For K3 Visa Applicants: K3 visas are for spouses of American citizens. K3 visa applicants MUST be married to the petitioner.

The Consular Section does not endorse or have a "special relationship" with any individual or business that offers advice or assistance with the visa process. No one can guarantee the issuance of a visa to you. All U.S. government forms are free. Many visa applicants lose money or are permanently barred from the United States because of misleading information and fraudulent applications provided by visa consultants. Any document or information presented in connection with your immigrant visa application may be investigated. Any attempt to misrepresent a material fact to the consular officer may make you permanently ineligible to obtain a visa.

By law, an immigrant visa petitioner may be imprisoned for up to five years, fined up to \$250,000, or both, for entering a marriage contract for the purpose of evading any provision of U.S. immigration laws. In addition, a petitioner may be fined up to \$10,000 and imprisoned for up to five years, or both, for knowingly and willfully falsifying or concealing a material fact or using any false document in submitting a petition.