



IMMIGRATION SPECIALTIES, Inc.

Assisting in document preparation for foreign nationals, their employers, and family members.

FORM GC100S-CP

For Consular Processing

4608 S. Garnett Road, Suite 400
Tulsa, OK 74146
(918) 258-6092 Voice
(918) 259-8792 Fax
Email: adeason@immspec.com
Website: www.immspec.com

For Consulate Processing for the Spouse or Child over 14 of Primary Applicant

The following supporting documents are required to begin the process; use this checklist to check off each item as it is gathered:

- _____ Cover to cover copies (including all blank pages) of current passport
- _____ Certified copies of birth certificates for each person listed in the application.
Birth certificates for all unmarried children must be included even if they do not wish to process with you at this time. Also enclose birth certificates of all United States citizen children.
- _____ Birth affidavits, if birth certificates are not available
- _____ You will need to obtain police certificates from each and every country you and each person in this application have lived in for 6 months or more since the age of 16.
- _____ Court and prison records. Persons who have been convicted of a crime must obtain a certified copy of each court record and of any prison record, regardless of the fact that they may have benefited subsequently of an amnesty, pardon, or other act of clemency
- _____ Military records, if applicable (certified copies)
- _____ Certified copy of marriage certificate (if applicable)
- _____ Proof of termination of previous marriages (if applicable), such as death certificates, FINAL divorce decrees or annulment.
- _____ If any documents are not in English or the official language of the country in which the consulate is located, certified translations must be presented with a notarized Certification of Accuracy for each and every translation.

Please be aware that you will need to obtain 2-4 identical photographs (per candidate) after we receive the appointment packet. This requirement, like all others in the process, is subject to change or modification at any time without notice.

If you have ever been in the United States:

- _____ Copy of all I-797's (Approval Notices) since first entering the U.S.
- _____ Copy of any I-94 cards you may have held while in the U.S.
- _____ Copies of any Employment Authorization Documents you may have had

If you ever studied in the United States:

- _____ Copy of all Diplomas or Certificates and/or Degrees you may hold from United States Universities
- _____ Copy of your academic transcripts or course descriptions for degrees or diplomas obtained in the United States
- _____ Copies of all I-20's, IAP66's, and Optional Practical Training cards, if applicable

IMPORTANT:

We must have information requested in all parts of this form in order to successfully complete your forms for Consulate Processing. We may request further information or clarification of information at a later date if necessary. If a problem arises that may affect your immigration petition, you must let us know immediately.

Date: _____

Family Name (Last name, surname): _____

Given Name (First name): _____

Middle Name: _____

Maiden Name: _____

Other names used or by which known: _____

Email address: _____

Home phone including country code: _____

Work phone including country code: _____

Date of birth (m/d/y): _____

Age: _____

Place of Birth:

City or town: _____

State or Province: _____

Country: _____

Nationality (if dual national, give both): _____

Gender: M/F

Marital Status:

 Single (never married) Married Widowed Divorced Separated

Including my present marriage, I have been married ___ times

Your present occupation: _____

Physical marks of identification:

Full Present address:

Street: _____

City: _____

State/Province: _____

Country: _____

Postal code: _____

Current Home phone number (including country code): _____

Current Work phone number (including country code): _____

Name of Spouse:

Family name: _____

Family name before marriage: _____

Given name: _____

Middle name: _____

Date and place of birth of spouse: _____

Address of spouse (if different than yours): _____

Occupation of spouse: _____

Date of marriage: _____

Information regarding your father:

Family name: _____

Given name: _____

Middle name: _____

Date of birth (m/d/y): _____

Place of birth (city, province, country): _____

Current Address: _____

If deceased, give year of death: _____

Information regarding your mother:

Family name: _____

Given name: _____

Middle name: _____

Family name before marriage: _____

Date of birth (m/d/y): _____

Place of birth (city, province, country): _____

Address: _____

If deceased, give year of death: _____

What occupation do you intend to work in the United States: _____

List below all educational institutions attended (from birth):

<u>School name:</u>	<u>Location:</u>	<u>From/To:</u>	<u>Course:</u>	<u>Degree/Diploma:</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Languages spoken or read: _____

Professional associations of which you are a member:

Have you ever been in the military: Y/N

If so, list the following information:

Branch: _____	Dates of Service: _____
Rank/Position: _____	Military Specialty/Occupation: _____

List information and dates of all previous visits to or residence in the United States (if never, so state).
List specific visa status and "A" number, if any:

<u>Dates From/To:</u>	<u>Location visited, resided in, and/or entered:</u>	<u>Visa:</u>	<u>A#:</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Permanent address in the United States, if known. If not known, list employer's address here:

Do any of the following apply to you? Please read the questions thoroughly since answering incorrectly could affect the approval of your green card and/or citizenship application:

- a. An alien who has a communicable disease of public health significance; who has failed to present documentation of having received vaccinations in accordance with U.S. law; who has or has had a physical or mental disorder that poses or is likely to pose a threat to the safety or welfare of the alien or others; or who is a drug abuser or addict Y/N
- b. An alien convicted of, or who admits having committed a crime involving moral turpitude or violation of any law relating to a controlled substance; who is the spouse, son or daughter of such a trafficker who knowingly has benefited from the trafficking

activities in the past five years; has been convicted of 2 or more offenses for which the aggregate sentences were 5 years or more; who is coming to the United States to engage in prostitution or commercialized vice or who has engaged in prostitution or procuring within the past 10 years; who is or has been an illicit trafficker in any controlled substance; or who has committed a serious criminal offense in the United States and who has asserted immunity from prosecution; who, while serving as a foreign government official and within the previous 24 month period, was responsible for or directly carried out particularly severe violations of religious freedoms; or whom the President has identified as a person who plays a significant role in a severe form of trafficking a persons, who otherwise has knowingly aided, abetted, assisted or colluded with such a trafficker in severe forms of trafficking in persons, or who is the spouse, son or daughter of such a trafficker who knowingly has benefited from the trafficking activities within the past five years. **Y/N**

- c.** An alien who seeks to enter the United States to engage in espionage, sabotage, export control violations, terrorist activities, overthrow of the Government of the United States or other unlawful activity; who is a member of or affiliated with the Communist or other totalitarian party; who participated in Nazi persecutions or genocide; or who has engaged in genocide. Are you a member or representative of a terrorist organization as currently designated by the U.S. Secretary of State? **Y/N**
- d.** An alien who is likely to become a public charge **Y/N**
- e.** An alien who seeks to enter for the purpose of performing skilled or unskilled labor who has not been certified by the Secretary of Labor; who is a graduate of a foreign medical school seeking to perform medical services who has not passed the NBME exam or its equivalent, or a health care worker seeking to perform such work without a certificate from the CGFNS or from an equivalent approved independent credentialing organization **Y/N**
- f.** An alien who failed to attend a hearing on deportation or inadmissibility within the last 5 years; who seeks or has sought a visa, entry into the United States, or any immigration benefit by fraud or misrepresentation; who knowingly assisted any other alien to enter or try to enter the United States, in violation of law; who, after November 30, 1996, attended on student (F) visa status a U.S. public elementary school or who attended a U.S. public secondary school without reimbursing the school; or who is subject to a civil penalty under INA 274C **Y/N**
- g.** An alien who is permanently ineligible to U.S. citizenship; or who departed the United States to evade military service in time of war **Y/N**
- h.** An alien previously ordered removed within 5 years or ordered removed a second time within 20 years; who was previously unlawfully present and ordered removed within 10 years or ordered removed a second time within 20 years; who was convicted of an aggravated felony and ordered removed; who was previously unlawfully present in the United States for more than 180 days but less than one year who voluntarily departed within the last 3 years; or who was unlawfully present for more than one year or an aggregate of one year within the last 10 years **Y/N**
- i.** An alien who is coming to the United States to practice polygamy; who withholds custody of a U.S. citizen child outside the United States from a person granted legal custody by a U.S. court; who has voted in the United States in violation of any law or regulation; or who renounced U.S. citizenship to avoid taxation **Y/N**
- j.** An alien who is a former exchange visitor who has not fulfilled the 2 year foreign residence requirement **Y/N**
- k.** An alien determined by the Attorney General to have knowingly made a frivolous application for asylum **Y/N**

I. An alien who has ordered, carried out or materially assisted in extrajudicial and political killings and other acts of violence against the Haitian people; who has directly or indirectly assisted or supported any of the groups in Colombia known as FARC, ELN, or AUC; who through abuse of a governmental or political position has converted for personal gain, confiscated or expropriated property in Cuba, a claim to which is owned by a national of the United States, has trafficked in such property or has been complicit in such conversion, has committed similar acts in another country or the spouse, minor child or agent of an alien who has committed such acts; who has been directly involved in the establishment or enforcement of population controls forcing a woman to undergo an abortion against her free choice or a man or a woman to undergo sterilization against his or her free choice or who has disclosed or trafficked in confidential U.S. business information obtained in connection with U.S. participation in the Chemical Weapons Convention or is the spouse, minor child or agent of such a person. Y/N

Have you ever been charged, arrested or convicted of any offense or crime: Y/N

Are you a member or representative of a terrorist organization: Y/N

Have you ever been refused admission to the United States at a port of entry? Y/N

*If answer is Yes, please explain:

Have you ever applied for a social security number: Y/N

If yes, Give number: _____

Do you want a social security card issued to you? Y/N

CONSENT TO DISCLOSURE: I authorize disclosure of information from this form to the Immigration and Naturalization Service (USCIS), the Social Security Administration (SSA), such other U.S. Government agencies as may be required for the purpose of assigning me an SSN and issuing me a Social Security card, and I authorize the SSA to share my SSN with the USCIS.

Y/N

The applicant's response does not limit or restrict the Government's ability to obtain his or her SSN, or other information on this form, for enforcement or other purposes as authorized by law.

Have you been in the United States for 183 days or more during any one of the three calendar years immediately preceding the current calendar year? Y/N