



# U.S. Embassy

Ankara, Turkey

Please follow the steps below *before* your immigrant visa interview at the U.S. Embassy in Ankara, Turkey.

## Step 1: Register your appointment online

You need to register your appointment online. Registering your appointment provides us with the information we need to return your passport to you after your interview. Registration is free. Click the “Register” button below to register.

[Register](#)

## Step 2: Get a medical exam in Turkey

As soon as you receive your appointment date, you must schedule a medical exam in Turkey. Click the “Medical Exam Instructions” button below for a list of designated doctors’ offices in Turkey. Please schedule and attend a medical exam with one of these doctors before your interview.

[Medical Exam Instructions](#)

## Step 3: Complete your pre-interview checklist

It is important that you bring all required original documents to your interview. We’ve created a checklist that will tell you what to bring. Please print the checklist below and bring it to your interview along with the listed documents.

[Pre-Interview Checklist](#)



[Additional Instructions for Iranian Applicants](#)

## Step 4: Review interview guidelines

Read our interview guidelines to learn about any special actions that you need to take *before* your visa interview.

[Interview Guidelines](#)

## Contact information

U.S. Embassy Ankara  
Ataturk Blvd. 110  
06100 Kavaklıdere  
Ankara, Turkey

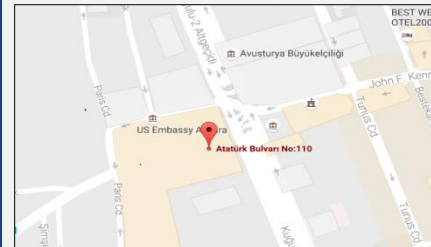
Phone  
0 850 390 2884  
From the U.S.: (703) 520-2490

Email:  
[Contact Us](mailto:contact@tr.usembassy.gov)

Website:  
[tr.usembassy.gov](http://tr.usembassy.gov)

Cancel and Reschedule:  
[Visa Appointment Service](#)

Map:



## Other links

- [Diversity visa instructions](#)
- [After your interview](#)
- [Frequently asked questions](#)

## Social media



# Medical Exam Instructions



All immigrant visa applicants, regardless of age, are required to undergo a medical examination by one of the medical doctors or clinics on the following list. Only a physician accredited by the U.S. Embassy can perform this exam. Medical examination results from other physicians are not accepted.

**It is your responsibility to schedule a medical exam with one of the doctors listed below before your visa interview appointment** at the U.S. Embassy. Make sure that your medical examination is completed **BEFORE YOUR INTERVIEW APPOINTMENT** and bring the results of the examination to your visa interview. Failure to do so may result in processing delays or rescheduling of initial appointment.

## Approved physicians

Dr. Mehmet Ugan

Dr. Handan Ugan

Atatürk Bulvarı 237/44-45, Ankara

Emails: [drungan@doctorun.com](mailto:drungan@doctorun.com), [doctorun@doctorun.com](mailto:doctorun@doctorun.com), or [mungan@duzen.com.tr](mailto:mungan@duzen.com.tr)

Website: [www.doctorun.com](http://www.doctorun.com)

Hours: Monday to Friday: 09:00-19:00, Saturday: 9:00-13:00

## Items to bring to your medical examination

The doctor will need the following items to complete the medical exam forms:

- Your visa interview appointment letter.
- Your passport.
- Two (2) recently taken passport-sized color photographs.
- A copy of your immunization records (medical records from Iran **will not** be accepted).
- If you suffer from a chronic illness, have been treated for any disease, ever had any important operation, or are under psychiatric care, doctors recommend you present your medical file during examination.
- If you are using medicine, bring their names or the boxes of your medicine.
- If you use eyeglasses, bring your glasses with you.
- For women who are pregnant (or planning to become pregnant): Applicants are required to have a chest x-ray. Please be aware that if you prefer not to have a chest x-ray your medical report cannot be completed until the end of your pregnancy. Please consult your obstetrician or physician regarding any health concerns on this subject. When you go to the panel physician's office for your medical exam, bring a written document from your doctor detailing your decision.

Charges for the physical examination and other required tests are to be paid by the visa applicant directly to the examining physician's practice. Total standard fee is \$270, which includes the blood test, urine test, chest x-ray, gonorrhea testing and the physical examination. If further testing is needed additional fees may apply, like sputum smears and culture testing for TB, drug screening test, pregnancy test, etc. Vaccination fee varies from \$20 to \$200 depending on age and vaccines required.

**IMPORTANT NOTE:** Applicants ages two (2) years to fourteen (14) years of age must undergo the medical examination at least four (4) work days prior to their scheduled appointment at the embassy. Failure to do so may result in processing delays or rescheduling of initial appointment.

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## Medical Exam Instructions

### During the medical exam

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The medical examination will include a medical history review, physical examination, and (for applicants 15 years of age or older) chest x-ray, gonorrhea test, blood test and urine test. Please be prepared to discuss your medical history, medications you are taking, and current treatments you are undergoing. More information on general medical requirements for U.S. immigrants is available on the [Centers for Disease Control and Prevention \(CDC\) website](#).

U.S. immigration law requires immigrant visa applicants to obtain certain vaccinations prior to the issuance of an immigrant visa. Instructions and procedural guides direct panel physicians who conduct immigrant visa medical examinations to verify that applicants have met the vaccination requirement, or that it is medically inappropriate for the visa applicant to receive them. Current immigrant vaccination requirements are available on [the CDC website](#). You can also read [Frequently Asked Questions](#) about medical examination requirements online.

In order to assist the panel physician and avoid delays in the processing of your visa, all immigrant visa applicants should have their vaccination records available for the panel physician's review at the time of the medical examination. Visa applicants should consult with their regular health care provider to obtain a copy of their immunization record, if available. If you do not have a vaccination record, the panel physician will work with you to determine which vaccinations you may need to meet the requirement. Certain waivers of the vaccination requirement are available upon the recommendation of the panel physician. Only the panel physician can determine which of the listed vaccinations are medically appropriate for you, given your age, medical history and current medical condition.

**IMPORTANT NOTE: Immunization records and other test results from Iran will not be accepted.**

### After the medical exam

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When your examination is completed, the doctor will provide you with exam results in a sealed envelope. **DO NOT OPEN THIS ENVELOPE**. Instead, bring it to your visa interview.

Any x-rays taken will be given to you on a CD. You **DO NOT** need to bring the CD to your visa interview. However, you **must** carry the x-rays with you when you travel to the United States for the first time.

The panel physician will give you a copy of Form DS-3025, which is U.S. Department of State vaccination documentation worksheet. An original will be in your sealed medical package to take to the embassy. Please **DO NOT** lose your copy of the vaccination documentation sheet. You should make several copies of your Form DS-3025 vaccination sheet because various U.S. authorities will need it after you arrive in the country.

Your medical report must be less than six (6) months old when you enter the United States as an immigrant. The validity of your visa will be limited to the validity of your medical report. Medical reports classified as "Class B1 (TB)" are valid for three (3) months from the date the doctor signed the report. All other medical reports classified as "No apparent disease or defects" are valid for six (6) months after the doctor's signature date. Expiration date of your medical examination is on the right upper corner of the four-language information sheet attached to your medical package.

If your case is subject to further administrative processing, or if the processing of your file is delayed due to missing documents, the medical report may expire before your visa is issued. In that case, you would be required to renew all components of the examination and submit a new medical report to our office before you receive your visa.

# Pre-Interview Checklist



## Please use the list below to determine the items that every applicant must bring to the immigrant visa interview:

- A copy of your NVC interview letter (does not apply to Diversity Visa, fiancé(e), adoptive, or asylee/refugee applicants).
- Unexpired passport valid for six months beyond your intended date of entry to the United States.
- Two (2) color passport-size photographs of each person applying for a visa (5 cm x 5 cm, or 2 inch x 2 inch). Please review our [online photo requirements](#).
- Confirmation page from the Form DS-260 Application for an Immigrant Visa you submitted online at [ceac.state.gov/iv](http://ceac.state.gov/iv).
- Receipt from your registration for a passport pickup location submitted online at [ais.usvisa-info.com/en-tr/iv](http://ais.usvisa-info.com/en-tr/iv).
- Your **original** birth certificate ("Shenasname" for Iranian applicants), original English translation (if the document is not in Turkish or English), and a photocopy.
- Medical examination results in a **sealed** envelope.

## Applicants who fall into any category listed in italics below should bring these additional documents:

### *For family-based visa applications:*

- The appropriate [Form I-864 Affidavit of Support](#) for **each** financial sponsor (if it has not already been submitted to National Visa Center) and a photocopy of the sponsor's IRS transcript or most recent U.S. federal income tax return, and any relevant W-2s.
- Proof of your U.S. petitioner's status and [domicile](#) in the United States (photocopy of a U.S. passport, naturalization certificate, or lawful permanent resident card).
- Evidence of the relationship between the petitioner and visa applicant (such as photographs, letters, or emails).
- If you are married:* Your **original** marriage certificate, English translation, and a photocopy.
- If you were previously married:* Your **original** divorce or spouse's death certificate, English translation, and a photocopy.
- If you are older than 16 years of age:* The **original** police certificate from your country of current residence and countries of previous residence. If these three items are **all** true, you must bring a more recent police certificate to the interview:
  1. You are older than 16 years;
  2. You obtained a police certificate more than one year ago; and
  3. You still live in the country that issued the police certificate.
- For employment-based visa applications:* Letter from your U.S. employer dated less than one month ago.
- If you have ever been convicted of a crime:* Court and criminal records, English translation, and a photocopy.
- If you have served in **another** country's military:* Military records, English translation, and a photocopy. Military records from Turkey are not required.
- If you are adopted:* Adoption papers or custody documents, English translation, and a photocopy.
- If you are the petitioner's stepchild:* The **original** marriage certificate of the petitioner and your biological parent, English translation, and a photocopy along with divorce records for any previous marriages of either parent.

# Interview Guidelines



## Sending documents to the U.S. Embassy in Ankara

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If you need to send us any documents, please DO NOT mail them to us directly. Instead, visit our [consular service provider](#) and ask for information on courier services.

## Rescheduling or cancelling your interview

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If you are unable to attend your appointment, please go to [usvisa-info.com](https://usvisa-info.com) to put in your reschedule request. **There may be a significant wait before the next available appointment**, so please attempt to attend the date already assigned. For some family-based and employment preference visa categories, a visa became available within the month you have been scheduled by NVC. DV applicants should be aware that visas are numerically limited and must be issued by September 30 of the program year. **There is no guarantee that a visa will still be available on the date of your rescheduled interview.** Please carefully consult the [Visa Bulletin](#) before you decide to reschedule your interview.

**Please note:** *You need to register your original NVC/KCC appointment online before you can reschedule it. Rescheduling is only possible on a date after your assigned appointment.*

## Security screening procedures

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All visitors to the U.S. Embassy in Ankara must follow certain security procedures. Any visitor who declines to be screened by U.S. Embassy security personnel will be unable to enter the embassy. To avoid delaying your entry and that of those in line behind you, please bring only what is required for your interview.

## Accompanying persons

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The following persons may accompany a visa applicant to their interview:

- Special Needs Visitors: Applicants may bring ONE person to help if they are elderly, disabled, or a minor child.

Attorneys, petitioners, and interpreters are **not** permitted to accompany clients into the waiting room or to their interview without specific approval from the consular section.

## Immigrant visa fees

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If you have not paid all required fees to either the National Visa Center or via the appointment website, please be prepared to pay these fees on the day of your interview.

All fees may be paid in only U.S. dollars. We only accept cash and the following credit cards: Visa, MasterCard, American Express, Novus/Discover, and Diners Card. *Please note that if you are found ineligible to receive a visa, the application fee cannot be refunded.* You can find a complete list of fees on our [Fees for Visa Services webpage](#).

## Do not make travel plans to leave Turkey

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If your visa is approved, we will keep your passport at the embassy while we prepare your immigration packet and print a visa for your passport. We will return your passport to you later via courier services only. If you have to travel within Turkey while your passport is still with us, please make sure you have a valid picture ID other than your passport.

## After Your Visa Interview



A consular officer can make a decision on a visa application only after reviewing the formal application and interviewing the applicant. ***There is no guarantee that you will receive a visa.*** Do not sell your house, car or property, resign from your job or make non-refundable flight or other travel arrangements until you have received your immigrant visa.

### If more information is needed

Sometimes a consular officer is unable to make a decision on a visa application because he/she needs to review additional documents or the case requires further administrative processing. *When additional documents are requested*, the consular officer will give you a refusal letter that asks you to submit additional documents. The letter will include instructions on how to send those documents to the embassy.

*Administrative processing* takes additional time after the interview. Most administrative processing is resolved within 6 months. However, the timing varies based on the circumstances of each case. Before inquiring about the status of administrative processing, please wait **at least** 6 months after your interview.

### What happens after visa approval

**Passport, Visa, and Sealed Immigrant Packet** – We will place your immigrant visa on a page in your passport. Please review your visa to make sure there are no spelling errors. We will also give you a sealed envelope containing documents that you must give to U.S. immigration authorities when you arrive in the United States for the first time. ***Do not open this envelope. You must carry it with you; do not put it in your checked luggage.*** If you receive X-rays during your medical examination, carry those with you and give them to the U.S. immigration authorities.

**USCIS Immigrant Fee** – All individuals who are issued immigrant visas overseas must **pay an Immigrant Fee** to U.S. Citizenship and Immigration Services (USCIS) **prior to traveling** to the United States. This fee is for processing your residency status and printing your Permanent Resident Card. The only people exempt from paying this fee are: children entering the United States under the Hague Process, returning residents, and people traveling on a K visa.

**When You Should Travel** – You must enter the United States *before* the expiration date on your visa, which is usually six months from the date of printing. Your visa cannot be extended and all fees are nonrefundable. The principal applicant must enter **before or at the same time** as other family members with visas. Children who turn 21 years old *after* visa issuance must enter the United States before they turn 21 years old; otherwise they will lose their immigrant status.

**Getting a Green Card** – Your Form I-551 Permanent Resident Card, also known as a green card, will be automatically mailed to the address in the United States that you write in your visa application form. This is a very important document that proves you have permission to reside in the United States. *Do not travel outside of the United States until you receive your Permanent Resident Card. Once your card is issued, you should not stay outside of the United States for more than one year. If you do, you will lose your status as a Lawful Permanent Resident.*

**Children's Issues** – Children are required to have certain vaccinations before they can enroll in school in the United States. Therefore, we recommend that you bring your child's complete vaccination records with you to the United States. Additionally, if your child is adopted, you have full custody as a result of a divorce, or you share custody with the child's other parent; we recommend that you bring a copy of all applicable adoption or custodial papers from the authoritative court in your home country. You will likely need these papers (translated into English) in the United States for issues such as school enrollment, medical care, and eventual citizenship.

**Information for New Immigrants** – Please visit the USCIS web page for helpful information on moving to the United States. You can read their publication "[Welcome to the United States: A Guide for New Immigrants](#)" online.



## Diversity Visa Applicants – Additional Information

If you are interviewing for a Diversity Visa (DV), all of the above instructions apply to you. Please schedule and attend a medical examination prior to your visa interview; enroll in the required courier service; and gather the required documents.

*Below are additional instructions that apply **only** to DV applicants.*

### Bring to your interview

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In addition to the documents listed on the Pre-Interview Checklist in this package, DV applicants should also bring the following items to your visa interview:

- Appointment information printed from the “Entrant Status Check” on the [E-DV website](#)
- Documents showing that you have either a qualifying high school education **OR** have two years of qualifying work experience in the last five years immediately prior to application (for the principal applicant only; more information is available on our [Diversity Visa Process webpage](#)).
- Payment in cash of the \$330 Diversity Visa Application Fee

### Review your DV Lottery entry

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Prior to your visa interview, we recommend that you review the data on your initial E-DV entry. On your initial E-DV application, you must have correctly entered your marital status. If you are legally married you must have listed your spouse, even if you are currently separated from him/her (unless your spouse is a U.S. citizen or Lawful Permanent Resident).

Additionally, you must have listed ALL of your living children who are unmarried and under 21 years old. This includes your natural children, your spouse’s children, or children you have formally adopted in accordance with the laws of your country.

***Failure to have listed an existing spouse or children at the time of your entry in the Diversity Visa lottery will result in the denial of your visa and visas for your family.*** Any fees paid to the U.S. government in support of your visa application(s) are nonrefundable. If you failed to include a child who had already been born, or a spouse to whom you were married when you entered the lottery, you should not proceed with the visa application. You can review the eligibility requirements on our [Diversity Visa Process webpage](#).

## Additional Instructions for Iranian Applicants



*This information is designed to prevent common problems faced by Iranian applicants. It is not a list of visa requirements.*

### Time in Turkey

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Prior to their initial interview, applicants need to have a medical exam completed in Ankara by an [embassy-approved physician](#) and visa photos taken. If documents are missing or an administrative process is pending, the visa will take longer to process. In that situation, we normally recommend the applicant return to Iran to wait. Also, all applicants age 14 years and older must be finger scanned. If a child turns 14 years old while waiting for a visa, the child must return to the embassy for finger scanning before receiving an immigrant visa.

### Administrative processes

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Most Iranian applicants require some type of administrative process before traveling to the United States. By filling out Form DS-260 (the online immigrant visa application form) accurately and completely, the process will be faster. The applicant's entire employment history is needed, not just the past 10 years. Responses such as "retired" or "self-employed" without an explanation of where the applicant worked will lead to delays. In addition, exact dates of **every** trip (not just the year) to the United States must be provided. If the applicant stayed more than six months in the United States on a tourist visa, he/she must bring to the interview proof that the U.S. Department of Homeland Security granted an extension of stay. Administrative processes can take six months or more.

### Missing documents

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The National Visa Center attempts to collect documents for all files assigned to Ankara. Some files take an extended amount of time and some documents can expire before your visa interview. In that case, you need to bring updated documents to your interview. Police certificates are NOT required from Iran. However, please note that documents related to military service in Iran **are** required.

### Iranian family law

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Iranian family law, based on sharia, is very different from U.S. family law, and can lead to complications in the visa process. The U.S. government only recognizes proxy marriages if the marriage is proved to be consummated (i.e., the couple were in the same place at the same time). Revocable divorces are not recognized by the United States. If an applicant received a revocable divorce in Iran, it must be finalized, written as final on the divorce decree, and registered in the Shenaname. Applicants with multiple wives **MUST** divorce all but one before going to the United States. If a visa is being issued for the purpose of marriage, all other marriages must have been terminated **before** the current marriage began. Also, please be aware that adopting a child in Iran is a long, complicated process. Contact the embassy via email before coming for an adoption visa.

### Children's issues

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If a one-time-only exit stamp can be obtained for the child applicant, contact the embassy before the interview to make sure the file is complete to avoid a possibly lengthy wait in Turkey.

### Reminder

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**Reminder:** IR-5 visas (parents of U.S. Citizens) are for **individuals** only. Separate files and documents are required for each parent. Children under age 21 of IR-5 applicants do not qualify to immigrate on their parent's petition.