



I. BEFORE THE INTERVIEW

Checklist for Non-Turkish DV Applicants



FAILING TO PROVIDE THESE DOCUMENTS BEFORE THE INTERVIEW WILL CAUSE DELAYS...etc.

PHOTOS

PHOTOCOPY OF PASSPORT



Photocopy of passport must be provided for each applicant. Please provide the copy of only the bio-data page. The beneficiary's passport must be valid for travel to the United States and must have at least eight months validity beyond the issuance date of the visa. **Please do not send your original passport.** You must present your passport at the interview date.

DIPLOMA (*certified translation and copy*)



A photocopy of the last diploma of the principle applicant is required. To qualify, an alien must have completed a 12-year course of elementary and secondary education in the United States or a comparable course of study in another country. Evidence might consist of a certificate of completion equivalent to a United States diploma, school transcripts, or other evidence issued by the person or organization responsible for maintaining such records, which specify the completed course of study.

NOT A HIGH SCHOOL GRADUATE ?



Two years of work experience within the past five years in an occupation requiring at least two years of training or experience. The U.S. Department of Labor's [O*Net OnLine](#) database will be used to determine qualifying work experience. Documentary proof of education or work experience must be presented to the consular officer at the time of the visa interview.

BIRTH CERTIFICATES



Applicants born in a country other than their country of citizenship must present a birth-certificate from the country in which they were born. Iranian applicants are required to submit a copy of their "Shenasname" and Iraqi applicants are required to submit a copy of their "Hawiat Al Ahwal Al Madniya" with their original English translations. Iranian applicants are required to submit their National ID cards, "Cart e Meli" in addition to their birth certificates. Iraqi applicants are also required to submit their National ID cards, "Shahadat Al Jinsiya Al Iraqiya".

MARRIAGE CERTIFICATE



Full photocopy of your marriage certificate is required (**one copy for each spouse**). If the marriage took place in a country other than Turkey or US, a certified English translation of the foreign marriage certificate is also required.

DIVORCE DECREE OR DEATH CERTIFICATE



If you were married previously, provide a copy of the divorce decree or death certificate to prove the dissolution of each prior marriage. You will be requested to submit the original of this document at the time of your interview. If the divorce took place in a country other than Turkey or U.S., a certified English translation of the foreign divorce decree is also required. For divorces that took place in the U.S. or Turkey, the court-certified original divorce decrees must either have the raised seal or rubber stamps of the court and original signatures. Attorney certified copies

without raised seals, rubber stamps or plain photocopies of court certified divorce decrees will not be accepted.

 **POLICE CERTIFICATE REQUIRED FOR APPLICANTS 16 YEARS AND OLDER**

Applicants are required to submit a police certificate from the country of the applicant's nationality and current residence. Police certificates are also required from all other countries where the applicant has resided for at least one year. Regardless of the length of residence, a police certificate must also be obtained from the police authorities of any place where the applicant has been arrested for any reason.



Police certificates from Iran are not required.

MILITARY CARD

For Iranian applicants only: If you have served in the Iranian military, please provide a certified copy and English translation of your military card. If you are exempt from the service please provide a certified copy and English translation of your military service exemption card. Originals of these documents will be required at the time of final interview.

COURT AND PRISON RECORDS 

Persons convicted of a crime must obtain a copy of each court record and any prison record, even if the beneficiary has been pardoned or granted amnesty. Originals of these documents will be required at the time of final interview.

OTHER COURT DOCUMENTS 

Persons convicted of a crime must obtain a copy of each court record and any prison record, even if the beneficiary has been pardoned or granted amnesty. Originals of these documents will be required at the time of final interview.

FINANCIAL DOCUMENTS 

CSC RECEIPT 

All applicants should register with CSC in order to select the Turkish Postal Service (PTT) branch for passport pickup upon the receipt of the appointment date and time. CSC will provide you a confirmation letter and you have to send the copy of the confirmation letter to the Consular Section along with the other required documents listed before the interview. Please note that the applicants who do not register to GSS will have delays in the visa process.