

Checklist: Application for an O-1 Visa at the U.S. Embassy/Consulate

An international scholar applying for an O-1 visa at the U.S. Embassy or Consulate abroad will need to present the following:

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| <input type="checkbox"/> Passport | Must be valid for at least 6 months beyond O-1 approval end date |
| <input type="checkbox"/> Department Letter | This is to support your O-1 visa application. Please see sample letter. This should be dated as close as possible to date of travel. |
| <input type="checkbox"/> UCSF Pay Statement | Copies of two most recent statements, if applicable |
| <input type="checkbox"/> I-797 Form | Original O-1 approval notice (petitioned by UCSF). Embassy/Consular officer must return original to scholar in order to present to Immigration Inspector upon entry to U.S. |
| <input type="checkbox"/> I-129 Form | Copy of University's O-1 petition |
| <input type="checkbox"/> Form DS-156 | "Nonimmigrant Visa Application" available at the Consulate office or the Department of State website:
http://travel.state.gov/visa/frvi_forms.html |
| <input type="checkbox"/> Form DS-157 | "Supplemental Nonimmigrant Visa Application" if the applicant is male and between the ages of 16 and 45 available at the Consulate office or the Department of State website:
http://travel.state.gov/visa/frvi_forms.html |
| <input type="checkbox"/> Two Photos | 1 and ½ inches square (37 x 37 mm) showing full face, without any head-covering, against light background |
| <input type="checkbox"/> MRV Fee | Machine Readable Visa, currently \$100 USD |
| <input type="checkbox"/> Visa Reciprocity Fee | May/may not be required from home country. For more information, please visit http://travel.state.gov/visa/reciprocity/index.htm |

IN ADDITION:

- Be prepared to explain in general (laymen) terminology your project at the University.
- Before visiting, contact the U.S. embassy/consulate in home country where you are planning to apply for the visa. You may visit their website or call them by phone to receive specific information on appointment wait times and additional O-1 visa application requirements and procedures.

Website: <http://usembassy.state.gov>