



What to bring for Naturalization appointment

1. Your Permanent Resident (“Green”) Card
2. State ID/license
3. Passport if you have one – both current and expired (all the ones that you have)
4. SSN
5. List of dates of travel outside of the US, including Mexico and Canada, and including trips by car or bus.
6. List of addresses for past 5 years with move-in and move-out dates.
7. List of employers/schools/military service/unemployment for the past five years. (Including start and end dates, as well as names and addresses of each.)
8. Any history or contact with law enforcement? Need records (If you have ever been stopped or detained by the police, a “judgment of disposition and register of action” for each criminal record you have, including where charges were dismissed or the court found you not guilty. If your case never went to court, a “police clearance letter” that showed that charges were dropped or never filed with the court.)
9. If you are married to a U.S. citizen, his/her proof of citizenship (birth certificate if born in US or certificate of naturalization if not) Date they became a citizen - day of Naturalization ceremony. If married to a lawful permanent resident, his/her green card. If married more than once, please bring proof of marriages and divorces. For current spouse and former spouses all marriage certificates and divorce records (or death certificates for widows/widowers), dates of birth of spouse(s), employer of spouse
10. For each of your children (whether legitimate, natural, adopted, step or deceased), their: Dates of birth (birth certificates are helpful, but not required), Alien numbers (if they are also permanent residents, you can bring copies or photos of their green cards), Addresses (if they do not live with you.)
11. Check or money order for \$725 made out to US Department of Homeland Security OR active duty military serving honorably (or within 6 months of honorable discharge) do not pay the fee; Proof of low income (for fee waiver): 2018 tax returns with W-2s (we’ll need a 1040 for each filer in your household); If you or someone in your family receive public benefits like food stamps, the most recent letter approving you for the benefit (“notice of determination” or “award letter”)
12. Cash or check for \$110 made payable to: International Institute of Detroit (includes mailing fee)

International Institute is located at 111 E Kirby St., Detroit, MI 48202.
If you need to cancel or reschedule your appointment, please call us.



What to bring for N-600 Certificate of Citizenship appointment

Required documents:

- Two passport-style photographs of the child
- The child's birth certificate or record
- Evidence of the parent's U.S. citizenship
- The U.S. citizen parent's birth certificate
- A state ID/license if the child has one.
- Copy of Social Security Card, or number, if child has one.

If applicable:

- A copy of child's permanent resident card or other evidence of permanent resident status
- Proof of either parent's status as U.S. national
- Proof of required residence or physical presence in the United States for the U.S. citizen parent
- The U.S. citizen parent's marriage certificate
- Evidence the U.S. citizen parent terminated any prior marriage(s)
- Proof of legitimation for children born out of wedlock
- Proof of legal custody (only required for applicants whose parents divorced and/or legally separated and for applicants who are adopted)
- Proof of physical custody
- A copy of the full, final adoption decree
- Evidence of re-adoption
- Evidence of all legal name changes
- Explanation and secondary evidence if any requested document is unavailable

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What to bring for DACA Renewal:

1. Your work permit card
2. Two passport style photos
3. A state ID/license, if you have one
4. List of any address or employment changes since last renewal (usually 2 years).
5. Check or money order for \$495 made payable to: U.S. Department of Homeland Security
6. Cash or check for \$110 made payable to: International Institute of Detroit (includes mailing fee)
7. Copies of any documents used to travel outside of the U.S. since your last renewal (unusual)
8. Any legal or court documents from contact with law enforcement or legal system (if applicable)

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What to bring for I-130 Relative Petition appointment

If you submit any documents (copies or original documents, if requested) in a foreign language, you must include a full English translation along with a certification from the translator verifying that the translation is complete and accurate, and that they are competent to translate from the foreign language to English. ***(English/Spanish Translations available at IIMD -- \$20 for standard documents/certificates, or \$50/hr. for handwritten or complex legal documents)***

- Evidence of U.S. citizenship, lawful permanent residence, or U.S. national status:
 - A copy of the petitioner's birth certificate, issued by a civil registrar, vital statistics office, or other civil authority showing they were born in the United States;
 - A copy of petitioner's naturalization or citizenship certificate issued by USCIS or the former Immigration and Naturalization Service (INS);
 - A copy of petitioner's unexpired U.S. passport;
 - A copy of Form FS-240, Consular Report of Birth Abroad (CRBA), issued by a U.S. Embassy or U.S. Consulate;
 - An original statement from a U.S. consular officer verifying petitioner is a U.S. citizen with a valid passport; or
 - A copy of the front and back of petitioner's Permanent Resident Card (also known as a Green Card or a Form I-551).
- Evidence of family relationship with one of the following (see form instructions for more detailed guidance):
 - Spouse: A copy of your marriage certificate
 - Evidence you or your spouse terminated any prior marriages (if applicable)
 - Child: A copy of your child's birth certificate(s).
 - Parent: A copy of your birth certificate.
 - Brother/Sister: A copy of the birth certificate for you and your sibling.
- Evidence of the bona fides of the marriage, if petitioning for a spouse:
 - Documentation showing joint ownership of property;
 - A lease showing joint tenancy of a common residence, meaning you both live at the same address together;
 - Documentation showing that you and your spouse have combined your financial resources;
 - Birth certificates of children born to you and your spouse together;
 - Affidavits sworn to or affirmed by third parties having personal knowledge of the bona fides of the marital relationship. Each affidavit must contain the full name

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and address of the person making the affidavit; date and place of birth of the person making the affidavit; and complete information and details explaining how the person acquired their knowledge of your marriage; and

- Any other relevant documentation to establish that there is an ongoing marital union.
- Proof of legal name change (if applicable); and
- Two passport-style photographs (if applicable - for petitions through marriage).

Other Info:

- Names, dates of birth, and birthplace of any children or husband(s) of beneficiary
- Any previous petitions filed on your behalf or by petitioner?
 - If yes, bring final letter showing status of that petition.
- Previous entries to USA by beneficiary - dates, port of entry, and
- A # of beneficiary (if applicable)
- Current, previous, and future addresses of beneficiary
- Current employment - address and type

Fees:

- \$535 check/money order payable to the U.S. Department of Homeland Security.
- \$310 check/cash/money order payable to International Institute of Metropolitan Detroit



Checklist of Required Initial Evidence for Form I-485 (for informational purposes only)

- Two passport style photographs
- A copy of your government-issued identity document with photograph
- A copy of your birth certificate. If it is unavailable or does not exist, submit other acceptable evidence of birth such as church, school, or medical records, and proof of unavailability or nonexistence.
- Inspection and admission, or inspection and parole documentation (unless applying for adjustment under INA 245(i)). For more information and examples, please see the form instructions.
- Documentation of immigrant category, such as a copy of Form I-797, Approval or Receipt Notice, for the Form I-130 filed on your behalf (unless you are filing your Form I-485 with the Form I-130 filed on your behalf)
- Form I-864, Affidavit of Support or I-864W (if applicable)
- Certified police and court records of all criminal charges, arrests, or convictions regardless of final disposition (if applicable)
- Form I-601, Application for Waiver of Grounds of Inadmissibility (if applicable)
- Form I-212, Application for Permission to Reapply for Admission into the United States After Deportation or Removal (if applicable)
- Documentation regarding J-1 and J-2 exchange visitor status (Form I-612, if applicable)
- Form I-508, Waiver of Diplomatic Rights, Privileges, Exemptions, and Immunities (if applicable)
- Form I-566, Interagency Record of Request – A, G, or NATO Dependent Employment Authorization or Change/Adjustment to/from A, G, or NATO Status (only if you have A, G, or NATO nonimmigrant status).
- Form I-485 Supplement A, Adjustment of Status Under Section 245(i) (Supplement A) (if applicable)