

N-400 NATURALIZATION FOR FOREIGN BORN SPOUSES

Source: <http://www.uscis.gov/n-400>

- **Purpose of this packet:** this packet will guide you through the naturalization application process.
- **Requisite:** you must be a Legal Permanent Resident to apply for Naturalization. If you are not a LPR Card holder (often referred to as Green Card holder) you cannot apply for naturalization.
- **Content of this packet**
 1. Forms and supporting documents
 2. Form M-477: document checklist
 3. Form M479: current naturalization fees
 4. Rule 319(b) and 319(e) reference sheet
 5. Cover letter sample
 6. N-400 Expedite Request and Authorization Worksheet
 7. Form DD 1278: Certificate of overseas assignment
 8. Request for Overseas Processing
 9. Form G-1145 (optional): e-Notification of Application/Petition acceptance
 10. Where to file: list of addresses to mail your package
 11. List of official translators
- **Important Notes:** we strongly recommend that you fill out the N-400 form online to ensure that you complete the most updated version. USCIS will reject expired forms. You can find N-400 form and N-400 instructions at <http://www.uscis.gov/n-400>. Before mailing your application, make a photocopy of the entire packet and keep it for your records.
- **Mailing Address:** Send by Certified Mail with Return Receipt. A list of addresses can be found in attachment 12, "Where to File", or at <http://www.uscis.gov/n-400>, under "where to file".
- **Expedited Processing:** if you have been an LPR for less than 3 years but you are accompanying your spouse on orders overseas and you have at least 12 months left overseas, you may qualify to apply for expedited 319(b) processing. See in "319(b) or 319(e) reference sheet" in this packet for further clarification
- **Processing Time:** while estimating the entire processing time is very difficult, please know that the initial processing of your application, after receipt at the Nebraska Service Center, will take between 120 – 180 days, provided necessary background checks have been processed to completion. Once you have your receipt number you may check the status of your application online at www.uscis.gov
- **Translations:** if you submit any document that is not in English, submit an official translation with it.

FORMS AND SUPPORTING DOCUMENTS LIST

This packet contains a “Document Checklist – Form M-477” with a detailed list of documents to submit.

In addition, also provide the following:

1. **Submit a completed and signed** – Visit the following page <http://www.uscis.gov/n-400> and fill in the N-400 form. In Part 1 (*Information about your Eligibility*), please mark “point 3” if you are applying under 319(b); mark “point 5 - Other” if you are applying under 319(e) and write: "Overseas Naturalization under INA Section 319(e)." Fill in the N-400 form on the web page indicated. Previous editions will not be accepted. Using them will cause your application to be rejected.
2. **Cover Letter** – USCIS encourages applicants to place a brief cover letter on top of the application package with the heading “319(b) or 319(e): Deliver to Military N-400 Point of Contact” explaining their desire to naturalize while living abroad. This cover letter should include the applicant’s current address of residence abroad and indicate whether they qualify for naturalization under either Section 319(b) or 319(e). Applicants should print their name and overseas address (both local physical address and APO/FPO address). Only if you qualify for 319(e), also include the location of the USCIS office overseas most convenient to conduct the interview, for example: “the U.S. Embassy in Rome”. You will find a sample cover letter attached in this packet.
3. **Form DD-1278** – Include a signed and completed Form DD-1278, "Certificate of Overseas Assignment to Support Application to File Petition for Naturalization" from the military official certifying the applicant has “concurrent travel orders” and is authorized to join their spouse military service member abroad.
4. **Fingerprint Cards** – Include two completed fingerprint cards (FD-258). Those applying overseas must have their fingerprints taken at a U.S. military base, an overseas USCIS field office, or an American Embassy/Consulate.
5. **Copy of sponsor’s orders**
6. **Fees** – As reported in the Form M-477, Document Checklist, point. 3, send a single check payable to the "Department of Homeland Security" of \$680(USD) with the application (the N-400 fee of \$595 and biometrics fee of \$85 combined). Write your A-Number on the back of the check or money order. You may find the current naturalization fees on the form M-479 (attached).
7. **Request for overseas processing** – This only applies to spouses of servicemembers that qualify for naturalization under 319(e) - *see in “319(b) or 319(e) reference sheet”* in this packet for further clarification. Unless you qualify for 319(e), do not send this letter: you will have to do your interview and oath in the United States. If you do qualify for 319(e), submit the “Request for Overseas Processing” to the appropriate USCIS overseas office (Rome for Italy). Fill in and scan, immediately after mailing your packet, to: Rome.Natz@dhs.gov. You may find a copy of this request attached. Remember that only servicemembers’ spouses are eligible to qualify for 319(e) so all spouses of civilians must always do interview and oath in the United States.

Document Checklist

All applicants must send the following 3 items with their N-400 application:

1. A photocopy of both sides of your Permanent Resident Card (formerly known as the Alien Registration Card or "Green Card"). If you have lost the card, submit a photocopy of the receipt of your Form I-90, Application to Replace Permanent Resident Card; and
2. 2 identical color photographs, with your name and Alien Registration Number (A-Number) written lightly in pencil on the back of each photo. For details about the photo requirements, see Part 5 of Form M-476, A Guide to Naturalization, and the Form N-400, Application for Naturalization instructions. If your religion requires you to wear a head covering, your facial features must still be exposed in the photo for purposes of identification; and
3. A check or money order for the application fee and the biometrics services fee for fingerprinting, as stated in the M-479, Current Naturalization Fees, enclosure in the *Guide*. (Applicants 75 years of age or older are exempted from fingerprinting and the biometrics services fee). Write your A-Number on the back of the check or money order.

You may also pay using a credit card. There is no additional fee when you do so. The N-400 is the only form that you can pay for by credit card using the G-1450, Authorization for Credit Card Transaction. Check www.uscis.gov for more specific information.

Send copies of the following documents, unless we ask for an original.

If an attorney or accredited representative is acting on your behalf, send:

- A completed original Form G-28, Notice of Entry of Appearance as Attorney or Representative.

If your current legal name is different from the name on your Permanent Resident Card, send:

- The document(s) that legally changed your name (marriage certificate, divorce decree, or court document).

If you are applying for naturalization on the basis of marriage to a U.S. citizen, send the following 4 items:

1. Evidence that your spouse has been a U.S. citizen for the last 3 years:
 - a. Birth certificate (if your spouse never lost citizenship since birth); or
 - b. Certificate of Naturalization; or
 - c. Certificate of Citizenship; or
 - d. The inside of the front cover and signature page of your spouse's current U.S. passport; or
 - e. Form FS-240, Report of Birth Abroad of a Citizen of the United States of America; and
2. Your current marriage certificate; and
3. Proof of termination of all prior marriages of your spouse (divorce decree(s), annulment(s), or death certificate(s)); and
4. Documents referring to you and your spouse:
 - a. Tax returns, bank accounts, leases, mortgages, or birth certificates of children; or
 - b. Internal Revenue Service (IRS)-certified copies of the income tax forms that you both filed for the past 3 years; or
 - c. An IRS tax return transcript for the last 3 years.

If you were married before, send:

- Proof that all earlier marriages ended (divorce decree(s), annulment(s), or death certificate(s)).

If you are currently in the U.S. military service and are seeking citizenship based on that service, send:

- A completed original Form N-426, Request for Certification of Military or Naval Service.

If you have taken any trip outside the United States that lasted 6 months or more since becoming a Lawful Permanent Resident, send evidence that you (and your family) continued to live, work and/or keep ties to the United States, such as:

- An IRS tax return "transcript" or an IRS-certified tax return listing tax information for the last 5 years (or for the last 3 years if you are applying on the basis of marriage to a U.S. citizen).
- Rent or mortgage payments and pay stubs.

If you have a dependent spouse or child(ren) who do not live with you, send:

- Any court or government order to provide financial support; and
- Evidence of your financial support (including evidence that you have complied with any court or government order), such as:
 - a. Cancelled checks;
 - b. Money and receipts;
 - c. A court or agency printout of child support payments;
 - d. Evidence of wage garnishments;
 - e. A letter from the parent or guardian who cares for your child(ren).

If you have ever been arrested or detained by any law enforcement officer for any reason, and no charges were filed, send:

- An original official statement by the arresting agency or applicant court confirming that no charges were filed.

If you have ever been arrested or detained by any law enforcement officer for any reason, and charges were filed, send:

- An original or court-certified copy of the complete arrest record and disposition for each incident (dismissal order, conviction record or acquittal order).

If you have ever been convicted or placed in an alternative sentencing program or rehabilitative program (such as a drug treatment or community service program), send:

- An original or court-certified copy of the sentencing record for each incident; and
- Evidence that you completed your sentence:
 - a. An original or certified copy of your probation or parole record; or
 - b. Evidence that you completed an alternative sentencing program or rehabilitative program.

If you have ever had any arrest or conviction vacated, set aside, sealed, expunged or otherwise removed from your record, send:

- An original or court-certified copy of the court order vacating, setting aside, sealing, expunging or otherwise removing the arrest or conviction, or an original statement from the court that no record exists of your arrest or conviction.

NOTE: If you have been arrested or convicted of a crime, you may send any countervailing evidence or evidence in your favor concerning the circumstances of your arrest and/or conviction that you would like U.S. Citizenship and Immigration Services to consider.

If you have ever failed to file an income tax return since you became a Lawful Permanent Resident, send:

- All correspondence with the IRS regarding your failure to file.

If you have any Federal, state or local taxes that are overdue, send:

- A signed agreement from the IRS or state or local tax office showing that you have filed a tax return and arranged to pay the taxes you owe; and
- Documentation from the IRS or state or local tax office showing the current status of your repayment program.

NOTE: You may obtain copies of tax documents and tax information by contacting your local IRS offices, using the Blue Pages of your telephone directory, or through its Web site at www.irs.gov.

If you are applying for a disability exception to the testing requirement, send:

- An original Form N-648, Medical Certification for Disability Exceptions, completed less than 6 months ago by a licensed medical or osteopathic doctor or licensed clinical psychologist.

If you did not register with the Selective Service and you (1) are male, (2) are 26 years old or older, and (3) lived in the United States in a status other than as a lawful nonimmigrant between the ages of 18 and 26, send:

- A "Status Information Letter" from the Selective Service (Call 1-847-688-6888 for more information).

Check the USCIS website at: <https://www.uscis.gov/n-400> to get current fee amounts.

Current Naturalization Fees

The fee for filing your naturalization application is:*	\$595.00
The biometric services fee for having your fingerprints taken is:**	\$ 85.00
Total:	\$680.00

You must send the \$680.00 fee with your application. Pay the fee with a check or money order drawn on a U.S. bank payable to the **Department of Homeland Security**. Do not use the initials DHS or USDHS. **Do Not Send Cash.**

Residents of Guam should make the fee payable to the "Treasurer, Guam," and residents of the U.S. Virgin Islands should make the fee payable to the "Commissioner of Finance of the Virgin Islands."

If required, USCIS may also take your photograph and signature as part of the biometric services.

Remember that your application fee is not refundable even if you withdraw your application or if your case is denied.

* If you are applying for naturalization based on your own service in the Armed Forces of the United States, no filing fee is required.

** If you are 75 years or older, or if you are filing on the basis of your service in the Armed Forces of the United States, **do not** send the biometric services fee for fingerprinting with your application.

RULE 319 (b) AND 319 (e) REFERENCE SHEET

This sheet will help you determine what rule you will apply under. Remember:

Do not apply under two rules!

319 (b)

Eligibility: both civilians' and servicemembers' spouses may qualify for 319(b) processing.

Location of naturalization: you must pick stateside a USCIS office for your interview and oath ceremony.

Requirements:

If you are applying for Naturalization as the spouse of a U.S. Citizen who is regularly stationed abroad (has accompanied orders overseas on which you are considered a dependent and you are living abroad with him/her) in the employment of:

- The government of the U.S. (includes military) **OR**
- An American institution of research recognized as such by the Attorney General **OR**
- An American firm or corporation engaged in whole or part in the development of foreign trade or commerce or a subsidiary thereof **OR**
- A public international organization in which the U.S. participates. Minister or priest of a religious denomination having a bona fide organization in the U.S. **OR**
- Missionary

AND you are a Legal Permanent Resident (have a Green Card)

AND your sponsor has at least 12 months left on his/her orders

If you meet all the above requirements, you can apply for expeditious naturalization under rule 319(b), **regardless of how long you have been a LPR.**

319(e)

Eligibility: only spouses of servicemembers may qualify for rule 319(e). Spouses of civilians do not qualify for rule 319(e) – they must do their interview and oath stateside.

Location of naturalization: you do not need to go back to the U.S.: you can have your interview and oath ceremony in Rome, Italy.

Requirements:

If you meet all the requirements listed above for 319(b) **AND ALSO:**

- You have been a Legal Permanent Resident for THREE years or more **AND** have been married to the military member sponsoring you for naturalization for THREE years or more

OR

- You have been a Legal Permanent Resident for FIVE years or more

Then:

You will apply under Rule 319(e) and NOT under 319(b).

COVER LETTER SAMPLE

This is only a template. Do not send this letter. Rewrite it and put in your pertinent information.

Date

From: Name
PSC *** BOX ***
FPO AE *****_*****

To: The service center where you mail your application – See “where to mail” sheet.

RE: Application for Naturalization, Form N-400, 319(b) or 319(e), Last name, First name,
SSN# *****, A# *****

To whom this may concern,

My name is ***** and I am applying for Naturalization under (choose one) section 319(b)/319(e) of the INA. I reside in (country) with my spouse (insert his/her name) and we will reside here until the end of my spouse’s orders in (insert date). My application contains the following:

- ___ Form N-400, completed and signed
- ___ Check payable to Department of Homeland Security
- ___ Two color photos with your name and Alien Registration Number (A-Number) written lightly in pencil on the back
- ___ Copy of both sides of my LPR card
- ___ Form DD1278, certificate of overseas assignment
- ___ Sponsor’s Proof of Citizenship: (passport, etc.)
- ___ Copy of Marriage Certificate (translated if not in English)
- ___ Proof of termination of all prior marriages (only if applicable to you)
- ___ Copy of tax returns, birth certificates of children or joint account statements
- ___ Copy of sponsor’s orders (and other Command Sponsorship letter if dependent does not appear on original orders)
- ___ Form G-1145, e-Notification of application/petition acceptance
- ___ Two fingerprint cards sealed in envelope
- ___ Any other document that you have included in your packet

Fingerprints are included in this packet because I am accompanying my spouse who is stationed overseas in City, State, specifically attached to: Command, mailing address: PSC *** BOX *** FPO AE *****_*****.

Due to my spouse’s military (or civilian) service, I wish to be interviewed at (enter USCIS center of your choice). My alternate choice is (enter alternate USCIS center of your choice).

If any further information is needed, please do not hesitate to contact me at emails and phone numbers above. Thank you.

Very Respectfully,

Your name

DEPARTMENT OF DEFENSE
**CERTIFICATE OF OVERSEAS ASSIGNMENT TO SUPPORT
 APPLICATION TO FILE PETITION FOR NATURALIZATION**

1. TO: Immigration and Naturalization Service Department of Justice	2. FROM: <i>(Agency, Command or Installation)</i> <div style="background-color: #e0e0ff; height: 20px; width: 100%;"></div>
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3. CERTIFICATION

This is to certify that of
SPONSOR'S NAME *(Last, First, Middle Initial)* ORGANIZATION

is, or is being, assigned to on or about
COUNTRY DATE *(YYYYMMDD)*

who is the dependent spouse of the above named sponsor has
NAME *(Last, First, Middle Initial)*
 been authorized to accompany or join the sponsor overseas on or about and will
DATE *(YYYYMMDD)*
 reside with the sponsor while abroad.

who is the adopted child of the above named sponsor has been
NAME *(Last, First, Middle Initial)*
 authorized to accompany or join the sponsor overseas on or about and will reside
DATE *(YYYYMMDD)*
 with the sponsor while abroad.

Accordingly, he or she is believed to come within the provisions of the Immigration and Nationality Act of 1952, as amended, which waive the residence requirements for alien spouses of adopted children of United States citizens who are regularly stationed abroad.

4. ISSUING OFFICIAL				
a. TYPED NAME <i>(Last, First, Middle Initial)</i>	b. GRADE	c. TITLE	d. SIGNATURE	e. DATE SIGNED <i>(YYYYMMDD)</i>
<div style="background-color: #e0e0ff; width: 100%;"></div>				



U.S Citizenship and Immigration Services
Overseas Military Naturalization Program

Request for Overseas Processing for spouses of active duty members of the
U.S. Armed Forces, currently stationed abroad

If you are the spouse of an active duty member of the U.S. Armed Forces currently stationed abroad, or being deployed overseas in the next few months, and would like to be processed for naturalization overseas, please complete and submit this form to the appropriate USCIS overseas office. You must be a Legal Permanent Resident eligible for naturalization under Section 316(a) or Section 319(a) of the Immigration and Nationality Act, and you must be listed on your spouse's military orders to be eligible for this program.

NOTE: Prior to requesting overseas processing, applicants must first submit an Application for Naturalization, Form N-400, with all necessary supporting documents to the Nebraska Service Center.

Who to Contact?

- ASIA/PACIFIC: Requests for processing in Japan, Korea and other parts of East Asia, Southeast Asia, Pacific Islands and Australasia, should be submitted by E-mail to USCIS Seoul at: CIS-Seoul.Natz@dhs.gov
EUROPE/MIDDLE EAST/AFRICA: Requests for processing in Europe, the Middle East or Africa, should be submitted by E-mail to USCIS Rome at: Rome.Natz@dhs.gov

BY SUBMITTING THIS FORM, I AM REQUESTING TO BE INCLUDED ON THE LIST OF APPLICANTS FOR OVERSEAS NATURALIZATION PROCESSING.

Signature:

INFORMATION ABOUT YOU:

LAST NAME, First name:

Date of Birth (mm/dd/yr):

U.S. Alien Registration Number:

A _____

LIN Receipt No. or Date Packet Mailed to NSC:

Location overseas (City, Country):

Email Address:

Mailing Address:

Telephone Number:

Home town in the USA:

INFORMATION ABOUT MILITARY MEMBER:

LAST NAME, First name:

Branch of Service:

Overseas Duty Station, and Unit:

Military Email Address:

FORM G-1145 e-NOTIFICATION OF APPLICATION ACCEPTANCE

You may find this form at <http://www.uscis.gov/n-400>. Fill it in and then print.



e-Notification of Application/Petition Acceptance

Department of Homeland Security
U.S. Citizenship and Immigration Services

USCIS
Form G-1145
OMB No. 1615-0109
Expires 09/30/2016

What Is the Purpose of This Form?

Use this form to request an electronic notification (e-Notification) when U.S. Citizenship and Immigration Services accepts your immigration application. This service is available for applications filed at a USCIS Lockbox facility.

General Information

Complete the information below and clip this form to the first page of your application package. You will receive one e-mail and/or text message for each form you are filing.

We will send the e-Notification within 24 hours after we accept your application. Domestic customers will receive an e-mail and/or text message; overseas customers will only receive an e-mail. Undeliverable e-Notifications cannot be resent.

The e-mail or text message will display your receipt number and tell you how to get updated case status information. It will not include any personal information. The e-Notification does not grant any type of status or benefit; rather it is provided as a convenience to customers.

USCIS will also mail you a receipt notice (I-797C), which you will receive within 10 days after your application has been accepted; use this notice as proof of your pending application or petition.

USCIS Privacy Act Statement

AUTHORITIES: The information requested on this form is collected pursuant to section 103(a) of the Immigration and Nationality Act, as amended INA section 101, et seq.

PURPOSE: The primary purpose for providing the information on this form is to request an electronic notification when USCIS accepts immigration form. The information you provide will be used to send you a text and/or email message.

DISCLOSURE: The information you provide is voluntary. However, failure to provide the requested information may prevent USCIS from providing you a text and/or email message receipting your immigration form.

ROUTINE USES: The information provide on this form will be used by and disclosed to DHS personnel and contractors in accordance with approved routine uses, as described in the associated published system of records notices [DHS-USCIS-007 - Benefits Information System and DHS-USCIS-001 - Alien File (A-File) and Central Index System (CIS), which can be found at www.dhs.gov/privacy]. The information may also be made available, as appropriate for law enforcement purposes or in the interest of national security.

Paperwork Reduction Act

An agency may not conduct or sponsor an information collection and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The public reporting burden for this collection of information is estimated at 3 minutes per response, including the time for reviewing instructions and completing and submitting the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Citizenship and Immigration Services, Regulatory Coordination Division, Office of Policy and Strategy, 20 Massachusetts Avenue, NW, Washington, DC 20529-2140. OMB No. 1615-0109. **Do not mail your completed Form G-1145 to this address.**

Complete this form and clip it on top of the first page of your immigration form(s).

Applicant/Petitioner Full Last Name	Applicant/Petitioner Full First Name	Applicant/Petitioner Full Middle Name
E-mail Address		Mobile Phone Number (Text Message)

WHERE TO FILE

Source: <http://www.uscis.gov/n-400>

1. Applications from Current or Former Members of the Military, Spouses of Current Members of the Military, and Close Relatives of Deceased Members of the Military

All naturalization applications filed under the military provisions, sections 328 or 329 of the INA, must send your application to the Nebraska Service Center (NSC) regardless of where you live and whether you are filing from within the United States or abroad. If you are the spouse of a current member of the military, or are the close relative of a deceased family member (319(d)), send your application for naturalization to the NSC regardless of where you live and whether you are filing from the within the United States or abroad. Send your application to:

Regular Mail

Nebraska Service Center
P.O. Box 87426
Lincoln, NE 68501-7426

Express Mail or courier deliveries

Nebraska Service Center
850 S. Street
Lincoln, NE 68508

2. All Other Applicants *(with the exception of current or former members of the military, spouses of current members of the military and close relatives of deceased members of the military.)*

If you reside in: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, North Dakota, Ohio, Oregon, South Dakota, Utah, Washington, Wisconsin, Wyoming, Territory of Guam, or the Commonwealth of the Northern Mariana Islands, send your application to the USCIS Phoenix Lockbox Facility to:

Regular Mail

USCIS
P.O. Box 21251
Phoenix, AZ 85036

Express Mail or courier deliveries

USCIS
1820 E. Skyharbor Circle S Suite 100
Attn: N-400
Phoenix, AZ 85034

If you reside: in Alabama, Arkansas, Connecticut, Delaware, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Mississippi, New Hampshire, New Jersey, New Mexico, New York, North Carolina, Oklahoma, Pennsylvania, Rhode Island, South Carolina, Tennessee, Texas, Vermont, Virginia, West Virginia, Commonwealth of Puerto Rico, or the U.S. Virgin Islands, send your application to:

Regular Mail

USCIS
P.O. Box 660060
Dallas, TX 75266

Express Mail or courier deliveries

USCIS
2501 S State Hwy 121 Business Suite 400
Attn: N-400
Lewisville, TX 75067

E-Notification: If you are filing your Form N-400 at one of the USCIS Lockbox facilities, you may elect to receive an e-mail and/or text message notifying you that your application has been accepted. You must complete Form G-1145, E-Notification of Application/Petition Acceptance, and clip it to the first page of your application. To download a copy of Form G-1145, visit: <http://www.uscis.gov/n-400>

OFFICIAL TRANSLATORS

Military OneSource offers translation services. For more information visit: http://www.militaryonesource.mil/legal?content_id=268293

Furthermore, the persons listed at: <http://italy.usembassy.gov/acs/professionals/translators/translators-naples.html> have informed the U.S. Consulate General that they are available to perform services such as translating, interpreting and filing out of forms.

Disclaimer: The U.S. Region Legal Service Office cannot assume any responsibility for the fees requested or for the professional ability and integrity of the persons whose names appear on the list. Their names are arranged alphabetically and they are all translators who are officially recognized by the “Tribunale”.