Introduction to the DS-160

American Embassy, Consular Section, Sanaa, Yemen

April 2010

Background

- DS-160 is an online nonimmigrant visa (NIV) form.
- Replaces the following forms:
  - DS-156 NIV Visa Application
  - DS-157 Supplemental NIV Application
  - DS-158 Contact Information and Work History for NIV Applicant

Implementation

All appointments starting March1st will require a completed DS-160.

The form will be available starting February at https://ceac.state.gov/genniv/

Currently

Use https://evisaforms.state.gov/default.asp?postcode=SAA&appcode=3 website for scheduling only. Link is also available at Embassy website.

One electronic form

- DS-160

Print only the confirmation page

Applicant uploads photo

Your Role

It is important to fully and correctly complete the DS-160:

- Incomplete or incorrect forms will not be accepted.
- Applicants will not be able to interview until a correct form has been re-submitted.

You must identify yourself if you are completing the form on someone else's behalf.

Internet requirements.

•Ensure that your browser meets the requirements.

You must have Internet Explorer 5 Service Pack 2 or higher, or Netscape 6.2 or higher. The browser must have Javascript enabled and support 128-bit encryption. Encryption is necessary to protect your data. The application is designed to work with a minimum 512k connection.

The Application Process

1. Have an electronic recent photo of applicant.

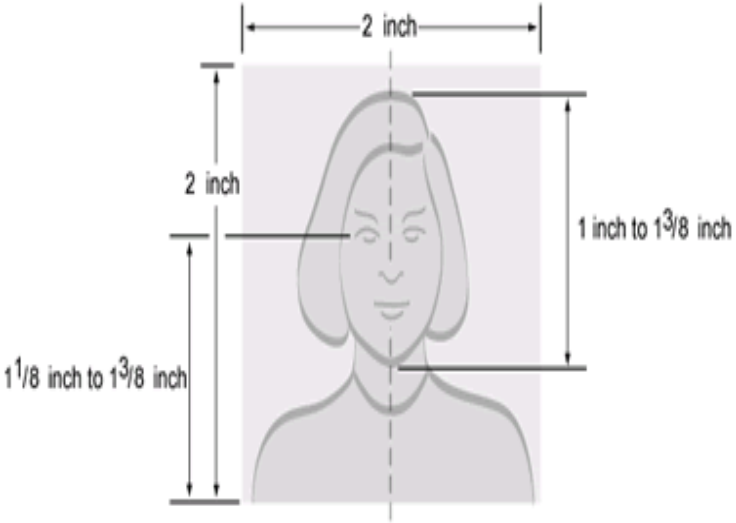
2. Fill out the DS-160 application online.

3. Pay the visa application fees when you come to the Consular Section.

4. Schedule the appointment through our website.

The Photo requirements

- **Have a recent 5 cm x 5 cm color photo on a white background taken within the last six months, full-face forward, showing both ears and forehead**
- **The face size should be from 25mm to 35mm.**



The Photo
A Brand New Step

- The photograph to be digitized must be at minimum 2 inches by 2 inches, plain background.
- The scanner resolution should be set to a minimum of 300 dots per inch or 300 pixels per inch.
- The digital photograph should be saved as a high-quality (low-compression) JPEG image file.
- More technical requirements can be found at:

http://travel.state.gov/visa/guide/guide_3877.html

upload a picture into the DS-160

Two ways :

1- You can upload the picture directly from a CD or USB flash.
After loading the photo, select picture edit Resize. The correct size for the requested picture is 500 X 500 pixels. Press ok. save the picture on your Hard Drive.

2- You can upload the picture by the scanner: Scan the picture and save it on your desk top. Open the picture using Microsoft paint program. Resize the picture to reflect 500 X 500 Pixels. Save it on your hard disk.

Before the DS-160

1. Scan the photo.
2. Prepare the following data :
   - Your personal data,
   - passport data,
   - present work/ education/training data,
   - previous work/ education/training data,
   - Addresses & phones
   - Family & Spouse
   - Travel Information
   - US contacts
3. Write your name as written in your passport not as you wish to write it.
4. Your address means to write your residence address not your BO box.

Filling out the DS-160

Remember

- Log onto https://ceac.state.gov/genniv/ for the application. This link will be located on the consulate's website.
- Complete the DS-160 form following the instructions.
- Upload the photo when instructed.
- Print the completed application form's confirmation page with a barcode.
- Save your application frequently.

Starting

What you need:

- Your Internet browser must support 128-bit encryption and must have javascript enabled.
- The minimum version of Internet Explorer (Windows) that this site supports is version 5.0 service pack 2 or higher.
- The minimum version of Netscape that this site supports is version 6.2 or higher.

Note: The time to download each page may vary depending on the speed of your Internet connection. Please be patient.

To view the Arabic translation by positioning your mouse cursor over any text

Instructions for completing the online Nonimmigrant Visa Application:

أدخل البيانات المطلوبة في الخانة المناسبة في كل نافذة. رجاء الإجابة على جميع الأسئلة. يجب الإجابة على الأسئلة باللغة الإنجليزية و الحروف الإنجليزية فيما عدا مايخص طلب كتابة اسمك بحروف لغتك. لا يمكن لهذا النظام التعرف على حروف مثل ç, ü, é, ñ. رجاء إدخال أسماء مثل Muñoz و Sémonin كالاتي: Munoz و Semonin إلا إذا طلب منك غير ذلك.

1. Enter the information requested into the appropriate spaces in e
questions. Your answers must be in English and must use Englis
are asked to provide your full name in your native alphabet. Let
recognized by the system. Please enter names like Muñoz and S
unless otherwise asked.
2. Review the information you entered for accuracy.
3. Print the confirmation page.
4. Bring the confirmation page with you at all steps during the visa application process.

Notice 22 C.F.R.6 41.103 requires an applicant to sign and submit his or her own Nonimmigrant Visa Application unless otherwise exempt. Although the applicant may receive assistance from a third party in preparing the application, the applicant is required to click the "Sign Application" button at the end of the application. The applicant's failure to sign the application may result in a termination of the application.

Start the application

Start Application

Post Location

Begin/Resume Application Process

Step 1) Select th اختر المكان(القنصلية)الذي ترغب تقديم طلب تأشيرة غير الهجرة فيه

Location
SANAA, YEMEN

Select correct location(Sanaa, Yemen)

As part of the electronic submission of your application, you will be asked to provide an electronic copy of a photo of the applicant. The photo must meet requirements for photo submission. If you wish to test your photo prior to beginning the application, you may use the test photo button below.

Click the button below to test your photo:

Test Photo

Test your photo

Click here to review the photo standards guide

Most text displayed on the pages of the CEAC application have been translated. You may view the translation by positioning your mouse cursor over any group of text displayed on the page.

لقد تمت ترجمة معظم النص المعروض علي صفحات الCEAC. يمكنك مراجعة الترجمة بوضع مؤشر الفأرة علي أي نص معروض علي الصفحة

Step 2) Select from one of the following options:

Option A - Start a New Online Application

Click the button below to begin the online application:

Start a New Application

Photo Test

Photo passed!

☑ Include photo in application

Click here to review the photo standards guide

Most text displayed on the pages of the CEAC applicatior
You may view the translation by positioning your mouse
text displayed on the page.

روض علي صفحات الCEAC. يمكنك مراجعة الترجمة بوضع مؤشر الفأرة
ـة

Step 2) Select from one of the following options:

Option A - Start a New Online Application

Click the button below to begin the online application:

Start a New Application

Passed

Start new application

Personal Information 1

Surnames

ABAS MOHAMED ALI

(e.g., FERNANDEZ GARCIA)

Write your name as it is in your passport

Given Names

ALBASI

(e.g., JUAN MIGUEL)

Full Name in Native Alphabet

عباس محمد علي العباسي

Does Not Apply

Write your name in Arabic, if your native alphabet is Arabic and so on

Q: Have you ever used other names (i.e., maiden, religious, professional, alias, etc.)?

A: Yes No

Sex

Male Female

Marital Status

MARRIED

Personal Information 1

Date of Birth
17 FEB 1969
(Format: DD-MMM-YYYY)

City of Birth
SANAA

State/Province of Birth

☑ Does Not Apply

Country of Birth
YEMEN

Help: Date of Birth

If day or month is unknown, enter as shown in passport.

Help: Country of Birth

The name of the country should be the name that is currently in use for the place where you were born.

Public reporting burden for this collection of information is estimated to average 75 minutes per response, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: **U.S. Department of State, A/ISS/DIR, 1800 G St. NW, Washington, DC 20520**

Back: Getting Started | Save | Next: Personal 2

Your personal information and passport number will be printed in your visa, so it is your responsibility to make them right. If these information are wrong your application will be rejected.

Personal Information 2

Personal Information 2

Nationality
YEMEN

Q: Do you hold or have you held a nationality other than the one you have indicated above?

A: Yes No

Help: Nationality

The name of the cour should be the name t is currently in use for the place where you were born.

National Identification Number
N0909

Does Not Apply

U.S. Social Security Number
- -

Does Not Apply

U.S. Taxpayer ID Number

Does Not Apply

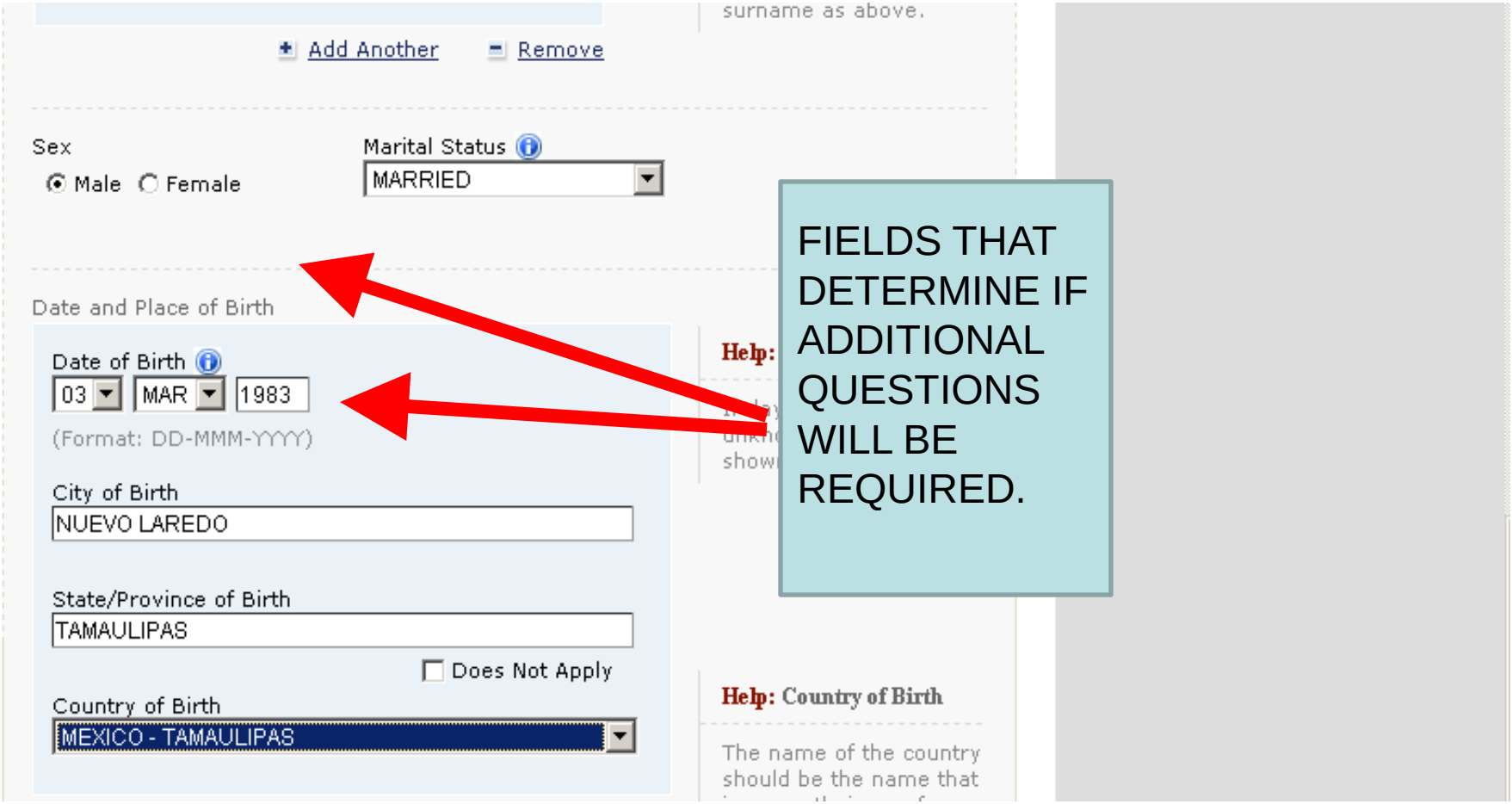
Help: Identification Numbers

If you do not have a National Identificatior Number, U.S. Social Security Number, or U.S. Taxpayer ID Number, then check 'Does Not Apply'.

Back: Personal 1 | Save | Next: Address and Phone

To save your application frequently is the key for success

Personal Information



FIELDS THAT DETERMINE IF ADDITIONAL QUESTIONS WILL BE REQUIRED.

Getting Started
Personal
Address and Phone
Passport
Travel
Travel Companions
Previous U.S. Travel
U.S. Contact
Family
Work / Education / Training

Upload a Previous Application

Import failed! Surname and/or Year of Birth do not match.

Click 'Browse' and select the previously saved application file you wish to upload. Next, answer the security questions to validate that the correct file has been selected, then click 'Upload Data'. Finally, click on the 'Next' button at the botto page until the last completed page has been reached and continue the process.

Previously Saved Application File

File Path:
C:\DOCUMENTS AND SETTINGS\SANCHEZD4\DESKTOP\CEACAA000 Browse...

urity Questions

rst 5 Letters of Surnam

Year of Birth:

Upload Data Cancel

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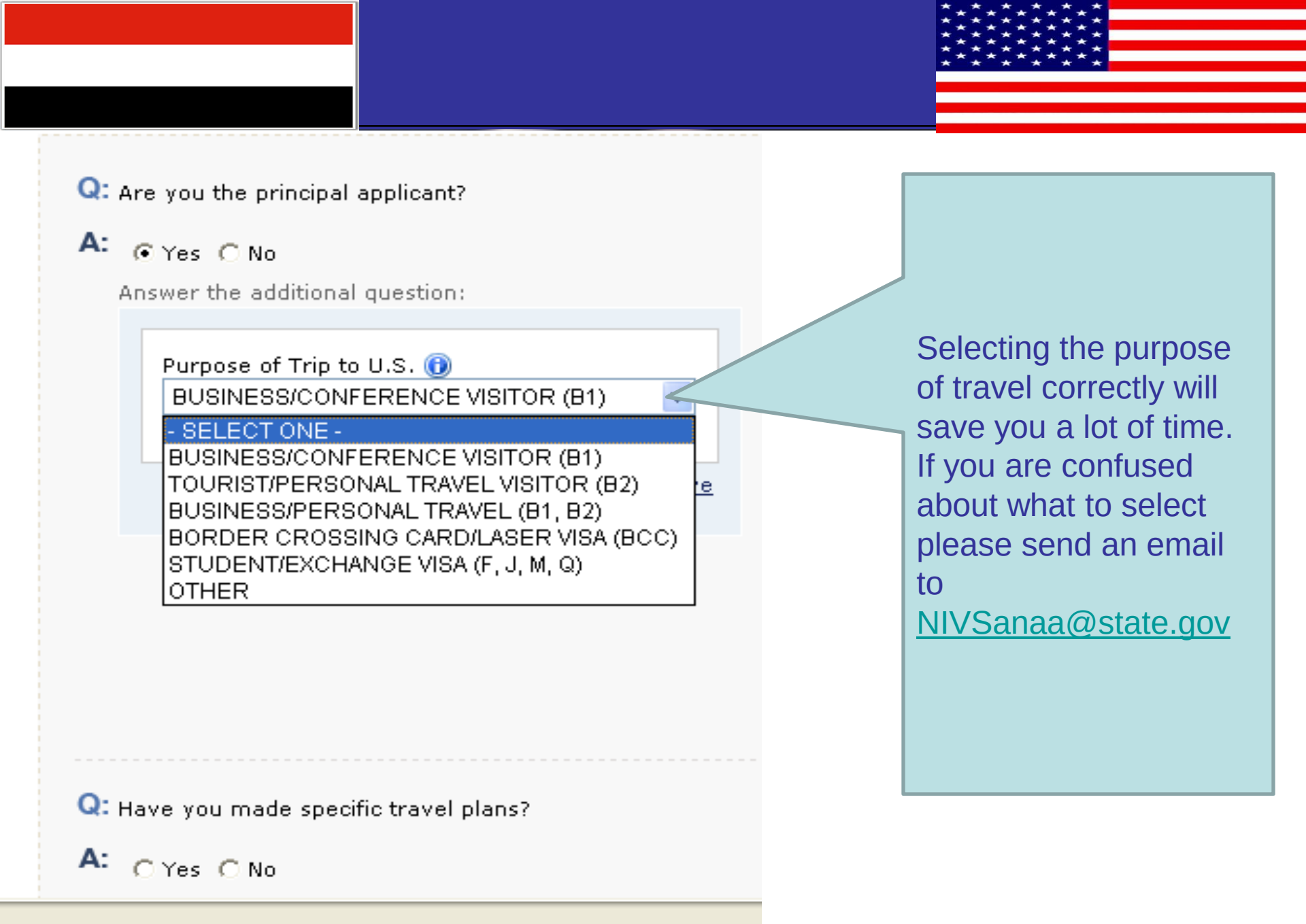
the views contained therein.
Copyright Information Disclaimers Paperwork Reduction Act

IT IS VERY IMPORTANT TO SAVE THE APPLICATION WHILE IT'S BEING FILLED OUT

FILE SAVE AS .DAT EXTENSION; CANNOT BE OPENED OUTSIDE OF THE DS-160 ONLINE SYSTEM.

ONCE THE FILE IS SAVED TO YOUR COMPUTER, YOU CAN EMAIL IT OR UPLOAD IT TO COMPLETE THE APPLICATION AT A LATER DATE.

MADERO 8956
Street Address (Line 2) *Optional
City
NUEVO LAREDO
State/Province
TAMAULIPAS
Does Not Apply
Postal Zone/ZIP Code
Does Not Apply
Country
MEXICO
Monthly Salary in Local Currency (if employed)
Does Not Apply
Briefly describe your duties:
MONTHLY SALARY AMOUNT AND SPECIFIC JOB DUTIES SHOULD BE STATED.



Selecting the purpose of travel correctly will save you a lot of time. If you are confused about what to select please send an email to NIVSanaa@state.gov

A: Yes No

Answer the additional question:

Purpose of Trip to U.S.

OTHER

Other - Specify

- SELECT ONE -

- SELECT ONE -
DIPLOMAT (A1)
FOREIGN GOVERNMENT OFFICIAL (A2)
PERSONAL EMP. OF A OR G (A3, G5)
TRANSIT DIRECTLY THROUGH THE U.S. (C)
CREWMEMBER IN TRANSIT TO JOIN VESSEL
CREWMEMBER (D)
TREATY TRADER/INVESTOR (E1, E2)
AUSTRALIAN - SPEC. OCCUPATION (E3)
INTERNATIONAL ORG. EMPLOYEE (G)
TEMPORARY EMPLOYEE (H1, H2)
TRAINEE (H3)
REPRESENTATIVE OF A FOREIGN MEDIA (I)
FIANCÉ(E) OR SPOUSE OF U.S. CITIZEN (K)
INTRACOMPANY TRANSFER (L)
RELIGIOUS WORKER (R)
SPOUSE/CHILD OF LEGAL PERM RESIDENT (V)
PERSON OF EXTRAORDINARY ABILITY (O)
ATHLETE OR ENTERTAINMENT GROUP (P1)
EXCHANGE/CULTURALLY UNIQUE ARTIST (P3)
NAFTA PROFESSIONAL (TN)
SPOUSE/CHILD OF NAFTA PROFESSIONAL(TD)
NATO

Q: Hav

A:

Address

Street

Street

If you are going to represent the Yemeni government as a diplomat to the Yemeni Embassy you may be A1 or A2 please send an email so we could help you. However if you're going to the UN or World bank you could select (G)

Q: Were you previously employed?

A: ○ Yes ◉ No

Q: Have you attended any educational institutions other than elementary schools?

A: ◉ Yes ○ No

Provide the following information on all educational institutions you have attended, not including elementary schools.

Name of Institution

Street Address (Line 1)

Street Address (Line 2) **Optional*

City

State/Province

☐ Does Not Apply

Please be sure to answer all questions correctly

A: ○ Yes ○ No

Phone

Home Phone Number

Work Phone Number ☐ Does Not Apply

Work Fax Number ☐ Does Not Apply

Mobile/Cell Phone Number ☐ Does Not Apply

Email Address

Email Address ☐ Does Not Apply

(e.g., emailaddress@example.com)

Back: Personal | Save | Next: Passport

IT IS VERY HELPFUL FOR APPLICANTS TO SPECIFY AS MANY CONTACT PHONE NUMBERS AS POSSIBLE

Q: Do you belong to a clan or tribe?

A: ○ Yes ◉ No

Q: Have you traveled to any countries within the last five years?

A: ◉ Yes ○ No

Provide a List of Countries Visited

Countries
EGYPT

+ Add Another − Remove

Countries
BRAZIL

+ Add Another − Remove

Q: Have you belonged to, contributed to, or worked for any professional, social, or charitable organization?

A: ○ Yes ○ No

Q: Do you have any specialized skills or training, such as firearms, explosives, nuclear, biological, or chemical

You could add more fields in case you visited many countries during the last five years

You must list all countries visited.

Location

SANAA, YEMEN

As part of the electronic submission of y
electronic copy of a photo of the applica
submission. If you wish to test your pho
the test photo button below.

Click the button below to test your

Test Photo

Click here to review the photo star

Most text displayed on the pages of
You may view the translation by pos
text displayed on the page.

ترجمة معظم النص المعروض علي صفحات ال
علي أي نص معروض علي الصفحة

Click the button below to begin

Start a New Applic

Option B - Upload a Previously Saved Application

Click the button below to continue completing an existing applic
to start a new one using previously saved data:

Upload a Previous Application

If you are saving frequently and you lost your connection go back to the website and select your location and then upload your saved application

Upload a Previous Application

Click 'Browse' and select the previously saved application file you wish to upload. Next, answer the security questions to validate that the correct file has been selected, then click 'Upload Data'. Finally, click on the 'Next' button at the bottom of each page until the last completed page has been reached and continue the application process.

Previously Saved Application File

File Path:

C:\DOCUMENTS AND SETTINGS\ALOMERITA\DESKTOP\CEACAA000A Browse...

Security Questions

First 5 Letters of Surname: ALBAS

Year of Birth: 1969

تحميل البيانات

Upload Data

Cancel

Q: Have you attended any educational institutions other than elementary schools?

A: (•) Yes ( ) No

Provide the following information on all educational institutions you have attended, not including elementary schools.

Name of Institution

Street Address (Line 1)

Street Address (Line 2) *Optional*

City

State/Province

☐ Does Not Apply

Postal Zone/ZIP Code

☐ Does Not Apply

Country

- SELECT ONE -

Course of Study

This means to list all your educational starting from high school and above

Street Address (Line 2) *Optional*

City

State/Province

☐ Does Not Apply

Postal Zone/ZIP Code

☐ Does Not Apply

Country

- SELECT ONE -

Course of Study

Date of Attendance From

(Format: DD-MMM-YYYY)

Date of Attendance To

(Format: DD-MMM-YYYY)

+ Add Another − Remove

You could add more fields here

Nonimmigrant Visa Application

Security and Background: Medical and Health Information

NOTE: Provide the following security and background information. Provide complete and accurate information to all questions that require an explanation. A visa may not be issued to persons who are within specific categories defined by law as inadmissible to the Unit States (except when a waiver is obtained in advance). Are any of the following applica to you? While a YES answer does not automatically signify ineligibility for a visa, if yo answer YES you may be required to personally appear before a consular officer.

Q: Do you have a communicable disease of public health significance such as tuberculosis (TB)?

A: ○ Yes ○ No

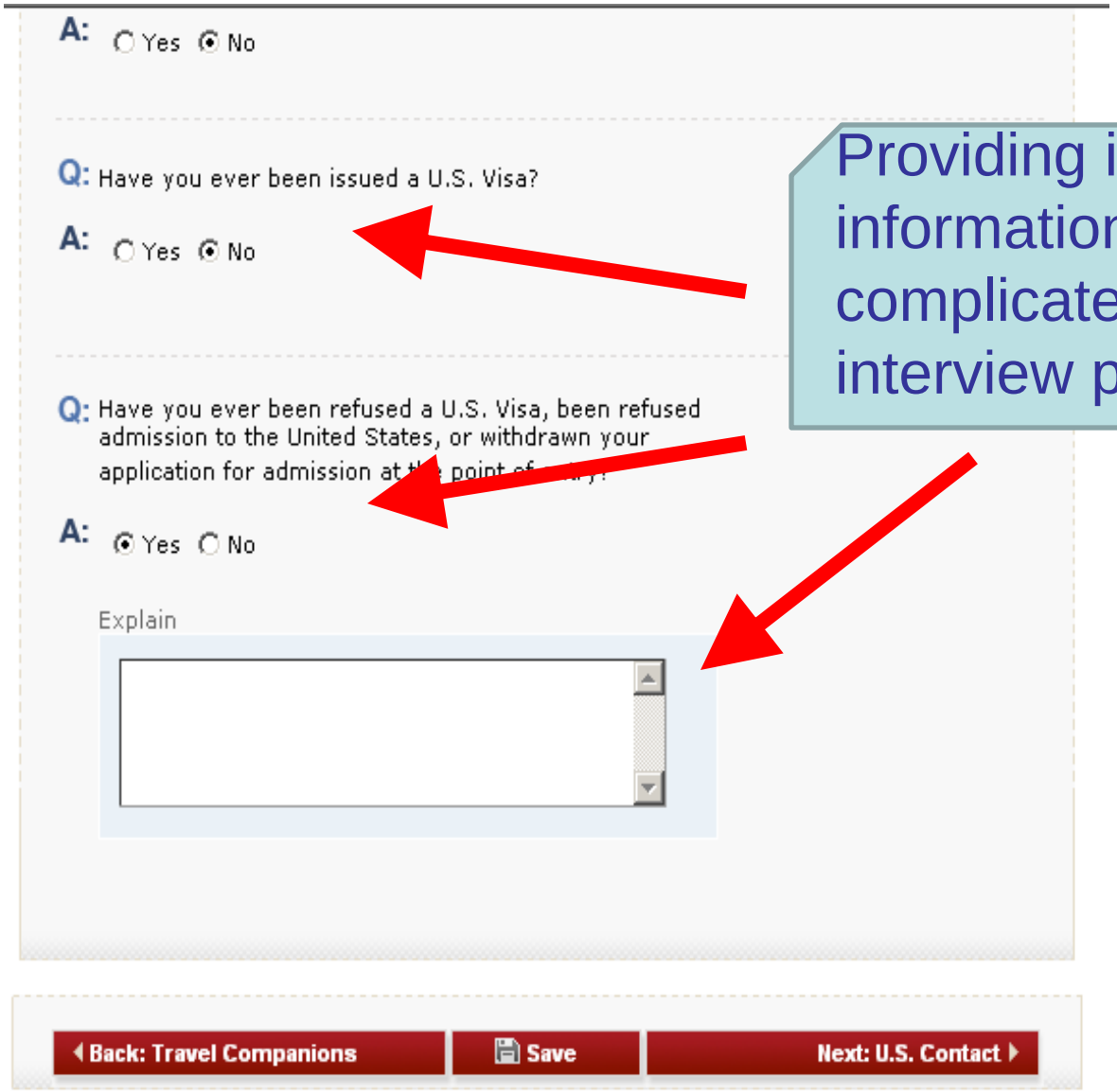
Q: Do you have a mental or physical disorde hat poses or is likely to pose a threat to the saf or welfare of yourself or others?

A: ○ Yes ○ No

Q: Are you or hav you r been a drug abuser or addict?

A: ○ Yes ○ No

NOT BEING HONEST WHEN ANSWERING THESE QUESTIONS COULD RESULT IN A VISA INELIGIBILITY



Providing incorrect information here can complicate the interview process.

"Next" to continue with the application.

Tuesday, January 27, 2009 - 12:46:23 PM EST

Preparer of Application

Q: Did anyone assist you in filling out this application?

A: ○ Yes ○ No

E-Signature

I certify under penalty of perjury under the laws of the United S
foregoing is true and correct.

Enter your passport number:

Enter the code as shown:

P64EZ

Click the button below to electronically sign your applicatior

Sign and Submit Application

Back: REVIEW | Save | Next: Confirmation

IT IS VERY IMPORTANT TO STATE IF THE APPLICATION WAS FILLED OUT BY A PERSON OTHER THAN THE APPLICANT.

THIS IS THE DIGITAL SIGNATURE.

The CEAC Barcode

U.S. DEPARTMENT of STATE
CONSULAR ELECTRONIC APPLICATION CENTER

Nonimmigrant Visa Application

Confirmation

YOU MUST BRING this confirmation page and the following document(s) with you at all steps during the application process:

جواز السفر، مذكرة دبلوماسية

The barcode **MUST** be clear and legible on the printed page. You may also print the entire application for your records. If you do not have access to a printer at this time, select the option to email your confirmation page to an email address.

Please contact your Consular Post directly for information on how to continue the application process. Please note that you will be required to provide proof that you have paid the visa application fee. You may also provide any additional documents you feel will support your case. **DO NOT** submit the entire application.

Some posts have special procedures for applicants who may not need a visa interview; you may find information about that process or the Consular Post's website.

There may be other fees associated with the visa application process. Please check your country's Reciprocity Schedule for any other fees you may owe.

If you have further questions or to find out how to contact the Consular Post please go to http://yemen.usembassy.gov or http://travel.state.gov.

This confirms the submission of the Nonimmigrant visa application for:

الاسم المعطى:	ABAS MOHAMED ALI ALBASI
الجنسية:	YEMEN
رقم جواز السفر:	00008592
تاريخ إستكمال الطلب:	20 ابريل 2010
رقم التأكيد:	AA000A3RYH

الموقع الذي تم اختياره:

U.S. Embassy Sanaa, Yemen
Saawan St, Sheraton District
Sanaa, Republic of Yemen

AA000A3RYH

THIS IS THE CEAC BARCODE THAT YOU WILL USE TO MAKE THE APPOINTMENT.

New Family Option

- If the applicant is traveling with dependents, you may use the Family Option after submission of the first application.
- This saves time by reusing information on subsequent applications.

Scheduling the Appointment

- Be sure that the CEAC barcode from the DS-160 confirmation page is used for scheduling your appointment.
- If the CEAC barcode is not correct, the applicant will not be allowed to attend their interview

U.S. DEPARTMENT of STATE
CONSULAR ELECTRONIC APPLICATION CENTER

Nonimmigrant Visa Application

Confirmation

YOU MUST BRING this confirmation page and the following document(s) with you at all steps during the application process:

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الاسم المعطى:	ABAS MOHAMED ALI ALBASI
الجنسية:	YEMEN
رقم جواز السفر:	00008592
تاريخ إستكمال الطلب:	20 ابريل 2010
رقم التأكيد:	AA000A3RYH

الموقع الذي تم اختياره:

U.S. Embassy Sanaa, Yemen
Saawan St, Sheraton District
Sanaa, Republic of Yemen

AA000A3RYH

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U.S. DEPARTMENT of STATE

SEARCH

TRAVEL.STATE.GOV BUREAU OF CONSULAR AFFAIRS

Feedback | Contact Us

This site is a subsidiary site of Travel.State.Gov. Questions/Concerns should be addressed to the local webmaster identified within the site.

Sanaa (SAA)
Embassy of the United States of America, Consular Section
(This confirmation letter is for Non Immigrant Visa services only)

NIV Appointment System - Enter Barcode Number

Please enter the barcode number located on the last page of your printed electronic visa application form.

Barcode Number: Submit Reset

If you did not use the Consular Electronic Application Center website and do not have a barcode number, please click here to make your appointment.

The Interview

The applicant brings to the interview:

- Passport,
- Appointment confirmation letter, and
- Other supporting documents per visa category.
- The application fee is a non-refundable $131. If your visa is approved, an additional fee will be applied depending on your country of nationality. (Yemeni citizens pay $30.)

Tips for Success

- Save to your desktop while you are completing the form.
- Only use “do not know” or “does not apply”, if true. Use explanation fields as appropriate.
- Be honest;
  - **Incomplete/inaccurate information may lead to visa ineligibilities.**
- Ensure photo meets quality standards.
- Confirmation page should have a clearly printed bar code.
- After form submission, email the confirmation page to yourself in case the hard copy is lost.

In Summary

- The DS-160 is required for all appointments starting March1, 2010.
- DS-160 information on the Consulate's website.
- Use our website to schedule appointments.
- Frequently Asked Questions are located at: http://travel.state.gov/visa/frvi/forms/forms_4401.html