



**U.S. Embassy**  
**Consular Section**  
**95 Wireless Road**  
**Bangkok 10330, Thailand**

**HOW TO APPLY FOR A U.S. VISA  
AT THE U.S. EMBASSY IN BANGKOK**

**PLEASE FOLLOW THESE INSTRUCTIONS CAREFULLY.  
FAILURE TO DO SO WILL DELAY YOUR APPLICATION.**

You should apply for a visa appointment as far ahead of time as possible.

**STEP ONE** – Gather information, complete the DS-160 application online, make an interview appointment, and pay the visa application processing fee:

**INFORMATION:** Free visa information can be found at the Visa Unit's website (<http://bangkok.usembassy.gov/visas.html>). Applicants should determine their category of visa using the information available on the website. Applicants who prefer to speak to Thai- and English-speaking live operators can utilize our fee-based Visa Information and Appointment Website and Call-Center. Information regarding the Visa Information and Appointment Website and Call-Center can be found at <http://thailand.us-visaservices.com>.

**FILL OUT THE APPLICATION:** All applicants, except for those in the K, N, S, T, and U categories, must fill out the DS-160 electronic application, found at <https://ceac.state.gov/genniv/> A digital photo with a white background and no borders, taken within the last six months, must be uploaded. The subject must face the camera directly. The face must cover 50 percent of the photo, and the ears must be visible.

**MAKE INTERVIEW APPOINTMENT:** Anyone applying for a visa in Thailand must make an appointment by accessing the "Visa Information and Appointment Website and Call Center Service" by Internet or telephone. To use this service, you must purchase a Personal Identification Number (PIN) online or by phone using a credit card or at a participating Thailand Post Office. The PIN will allow you to access visa information and to schedule non-immigrant visa appointments for up to five family members residing at the same address. You can access the web-based system at <http://thailand.usvisaservices.com> and the phone service can be reached at 001-800-13-202-2457. More information about this service can be and frequently asked questions are available at <http://thailand.us-visaservices.com>.

**PAY VISA APPLICATION FEE:** In order to comply with worldwide U.S. Department of State guidelines related to the implementation of new Machine Readable Visa (MRV) application processing fees, **effective June 4, 2010**, all applicants appearing for visa interviews must present a receipt in the amount of the MRV application fee, as listed below. The Thai Post collects these fees in Thai baht. **If you are not sure which of the MRV application fees applies to you, please pay the Thai baht equivalent of U.S. \$140.** We will determine the correct fee at your visa appointment and advise you how to pay the difference. Only those individuals instructed by a consular officer not to pay are exempt from paying the non-refundable MRV application fee.

## NONIMMIGRANT MRV VISA APPLICATION FEES

Category	Fee (per person)
(a) Non-petition-based nonimmigrant visa (except E category), including B, F, J, etc.	U.S. \$140
(b) H, L, O, P, Q and R category nonimmigrant visa	U.S. \$150
(c) E category nonimmigrant visa	U.S. \$390

**STEP TWO** - Gather the following required documents to submit at the interview. (Do not fax or mail any documents.) No other documents are required.

- **PASSPORT:** Current, valid passport and any previous passports, especially those containing U.S. visas
- **PRINTOUT of DS-160 CONFIRMATION SHEET**
- **PHOTOGRAPH:** Although digital photos should be uploaded directly, and may appear on the confirmation sheet, quality issues may become apparent at the date of the interview and an original photograph may be required to be scanned into the system at the consular section.
- **FEE RECEIPT:** Applicants must submit the original visa fee receipt issued by the post office. The Visa Unit will not accept a copy. The fee receipt must have the name of the visa applicant.
- **STUDENTS AND EXCHANGE VISITORS:** If you are going to the U.S. to study or participate in an exchange program, you must, in addition to the items listed above, bring the following: A Form I-20 (for students) or DS-2019 (for exchange visitors), issued by the school or exchange program. Please also provide original or certified copies of your transcripts issued by your educational institution.

**STEP THREE** - On the date of your appointment:

**CHECK THAT YOUR DOCUMENTS ARE COMPLETE. PLACE THEM IN THE FOLLOWING ORDER:**

- Passport
- DS-160 Confirmation Sheet
- Fee Receipt
- Form I-20 or DS-2019 (if required)
- Form I-797 and I-129, depending on type of petition based application (if required)

**HOURS:** Bring all required items to the Embassy's Consular Section 30 minutes before your scheduled interview. If you arrive more than 30 minutes before your scheduled interview, you will be

asked to wait outside of the Embassy. If you arrive more than an hour after your scheduled appointment, you will not be admitted entry and will need to make a new appointment.

Embassy personnel will instruct you as to which window to use to submit your documents.

**FINGERPRINTING:** Fingerprints are collected electronically; no ink is involved and the process takes only seconds. For most applicants, fingerprints will be taken at the time of interview. If an interview is not required, fingerprints will be taken at another scheduled time.

**INTERVIEW:** At the time of your interview, please be prepared to demonstrate evidence of continuing ties to a residence outside of the United States.

### **Proving Ties Outside of the United States**

U.S. immigration law states that every alien is presumed to be an intending immigrant until he/she establishes the contrary to the satisfaction of the Consular Officer, at the time of application for a non-immigrant visa (NIV), and the immigration officers, at the time of application for admission into the United States. The burden of proof is on the applicant. If an applicant does not meet this burden of proof to the satisfaction of the consular officer, then by law the alien is considered to be an applicant for immigrant status and should not receive a NIV.

Applicants can try to overcome this presumption by showing evidence of their family, economic and other social ties to a country outside the U.S. No relative, employer, or friend can “guarantee” an applicant’s return in place of such evidence. Regardless of who is sponsoring the trip, the consular officer must look at the applicant’s own situation to decide whether he or she meets these requirements. Under the law, the visa applicant has the burden of proving that he or she is qualified. Misrepresenting material facts will bar you from receiving a visa or entering the U.S. for the rest of your life.

**Types of Evidence That Can Be Used:** Family, social and professional circumstances vary greatly among applicants. Because each applicant's situation is unique, it is difficult to say specifically what evidence of ties is likely to be convincing. The consular officer must make a decision based upon the information provided. As mentioned above, no documentation is required to be presented at an interview beyond the Confirmation Page, the Passport, fee receipt, and for certain categories of applicants, forms issued by U.S. government agencies or schools in compliance with U.S. government requirements, such as the USCIS Form I-797 and I-129 for petition based applicants, or the I-20 or DS-2019 for students or exchange visitors. We do request that applicants bring prior passports, especially those containing prior U.S. visas issued within the past 15 years.