



## **Consulate General of the United States of America**

*Montreal, Canada  
1155 St. Alexandre Street  
Montreal, Quebec, Canada H2Z 1Z2*

### **Instructions for Visa Applicants**

**All individuals must have an appointment prior to applying for a visa** at a U.S. consulate in Canada.

#### Steps to Take

- **Complete the DS-160 Non-Immigrant Visa Application Form: Answer all the questions accurately and completely. *Incomplete forms will not be accepted.*** The DS-160 application form is accessible at <http://ceac.state.gov/genniv/>.
- **Pay the application fee. Please go to the following website for information on how to pay the fee: <http://canada.usvisa-info.com>.** All applicants pay this fee, which is for the consular officer to review your application — it is **not** a visa issuance fee. **This fee is not refundable, even if the visa cannot be approved, and is subject to change.**
- **Make an appointment by either calling 514-400-2591 or online at the above website.**
- **Bring a valid passport or travel document:** In addition, bring all previous passports, especially those that have any previous U.S. visa.
- **If you were unable to download your photo to the DS-160 application form, bring a recent passport-sized photograph** with you to the interview.
- **Bring original documents to support your application:**
  - **Canadian Immigration documents that show your current status** in Canada (landed immigrant card, student or work authorization, Minister's Permit, etc.)
  - **Students in Canada: Bring proof of current, ongoing school** attendance such as school transcripts, official school letters, tuition payment receipts, registration receipts, etc.
  - **Employment:** Bring proof of current, ongoing employment such as five recent pay slips and a job letter from the employer stating salary and length of employment.**Additional documents may be required depending upon the individual applicant's situation.**

**Processing time:** If your visa is approvable, the visa will normally be issued four business days after the interview, unless special administrative processing requirements are necessary.