

## Instructions

### What Is This Form?

This form, the N-400, is an application for United States citizenship (naturalization). For more information about the naturalization process and eligibility requirements, please read *A Guide to Naturalization* (M-476). If you do not already have a copy of the *Guide*, you can get a copy from:

- the INS Web Site ([www.ins.usdoj.gov](http://www.ins.usdoj.gov));
- the National Customer Service Center (NCSC) telephone line at 1-800-375-5283 (TTY: 1-800-767-1833); or
- your local INS office.

### Who Should Use This Form?

To use this form you must be at least 18 years old. You must also be **ONE** of the following:

- (1) A Lawful Permanent Resident for at least 5 years;
- (2) A Lawful Permanent Resident for at least 3 years  
**AND**
  - you have been married to and living with the same U.S. citizen for the last 3 years,  
**AND**
  - your spouse has been a U.S. citizen for the last 3 years;
- (3) A person who has served in the U.S. Armed Forces  
**AND**
  - you are a Lawful Permanent Resident with at least 3 years of U.S. Armed Forces service **and** you are either on active duty or filing within 6 months of honorable discharge  
**OR**
  - you served during a period of recognized hostilities and enlisted or re-enlisted in the United States (you do not need to be a Lawful Permanent Resident);
- (4) A member of one of several other groups who are eligible to apply for naturalization (for example, persons who are nationals but not citizens of the United States). For more information about these groups, please see the *Guide*.

### Who Should NOT Use This Form?

In certain cases, a person who was born outside of the United States to U.S. citizen parents is already a citizen and does not need to apply for naturalization. To find out more information about this type of citizenship and whether you should file a Form N-600, "Application for Certificate of Citizenship," read the *Guide*.

Other permanent residents under 18 years of age may be eligible for U.S. citizenship if their U.S. citizen parent or parents file a Form N-600 application in their behalf. For more information, see "Frequently Asked Questions" in the *Guide*.

### When Am I Eligible To Apply?

You may apply for naturalization when you meet **all** the requirements to become a U.S. citizen. The section of the *Guide* called "Who is Eligible for Naturalization" and the Eligibility Worksheet found in the back of the *Guide* are tools to help you determine whether you are eligible to apply for naturalization. You should complete the Worksheet before filling out this N-400 application.

If you are applying based on 5 years as a Lawful Permanent Resident or based on 3 years as a Lawful Permanent Resident married to a U.S. citizen, you may apply for naturalization up to 90 days before you meet the "continuous residence" requirement. You must meet all other requirements at the time that you file your application with us.

Certain applicants have different English and civics testing requirements based on their age and length of lawful permanent residence **at the time of filing**. If you are over 50 years of age and have lived in the United States as a lawful permanent resident for periods totaling at least 20 years or if you are over 55 years of age and have lived in the United States as a lawful permanent resident for periods totaling at least 15 years, you do not have to take the English test but you do have to take the civics test in the language of your choice.

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If you are over 65 years of age and have lived in the United States as a lawful permanent resident for periods totaling at least 20 years, you do not have to take the English test but you do have to take a simpler version of the civics test in the language of your choice.

### **What Does It Cost To Apply For Naturalization and How Do I Pay?**

For information on fees and form of payment, see the *Guide* insert titled "Current Naturalization Fees." Your fee is not refundable, even if you withdraw your application or it is denied.

If you are unable to pay the naturalization application fee, you may apply in writing for a fee waiver. For information about the fee waiver process, call the NCSC telephone line at 1-800-375-5283 (TTY: 1-800-767- 1833) or see the INS Web Site ([www.ins.usdoj.gov](http://www.ins.usdoj.gov)) section called "Forms and Fees."

### **What Do I Send With My Application?**

All applicants must send certain documents with their application. For information on the documents and other information you must send with your application, see the Document Checklist in the *Guide*.

### **Where Do I Send My Application?**

You must send your N-400 application and supporting documents to an Immigration and Naturalization Service (INS) Service Center. To find the Service Center address you should use, read the section in the *Guide* called "Completing Your Application and Getting Photographed."

Applicants outside the United States who are applying on the basis of their military service should follow the instructions of their designated point of contact at a U.S. military installation.

### **How Do I Complete This Application?**

- Please print clearly or type your answers using CAPITAL letters in each box.
- Use black or blue ink.
- **Write your INS "A"- number on the top right hand corner of each page.** Use your INS "A"- number on your Permanent Resident Card (formerly known as the Alien Registration or "Green" Card). To locate your "A"- number, see the sample Permanent Resident Cards in the *Guide*. The "A" number on your card consists of 7 to 9 numbers, depending on when your record was created. If the "A"- number on your card has fewer than 9 numbers, place enough zeros before the first number to make a *total of 9 numbers* on the application. For example, write card number A1234567 as A001234567, but write card number A12345678 as A012345678.
- If a question does not apply to you, write N/A (meaning "Not Applicable") in the space provided.
- If you need extra space to answer any item:
  - Attach a separate sheet of paper (or more sheets if needed);
  - Write your name, your "A"- number, and "N-400" on the top right corner of the sheet; and
  - Write the number of each question for which you are providing additional information.

### **Step-by-Step Instructions**

This form is divided into 14 parts. The information below will help you fill out the form.

<b>Part 1. Your Name (<i>the Person Applying for Naturalization</i>)</b>
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A. **Your current legal name** - Your current legal name is the name on your birth certificate unless it has been changed after birth by a legal action such as a marriage or court order.

- B. Your name exactly as it appears on your Permanent Resident Card** (if different from above)-- Write your name exactly as it appears on your card, even if it is misspelled.
- C. Other names you have used** - If you have used any other names in your life, write them in this section. If you need more space, use a separate sheet of paper.

If you have NEVER used a different name, write "N/A" in the space for "Family Name (Last Name)."

- D. Name change (optional)** - A court can allow a change in your name when you are being naturalized. A name change does not become final until a court naturalizes you. For more information regarding a name change, see the *Guide*.

If you want a court to change your name at a naturalization oath ceremony, check "Yes" and complete this section. If you do not want to change your name, check "No" and go to Part 2.

## Part 2. Information About Your Eligibility

Check the box that shows why you are eligible to apply for naturalization. If the basis for your eligibility is not described in one of the first three boxes, check "Other" and briefly write the basis for your application on the lines provided.

## Part 3. Information About You

- A. Social Security Number** - Print your Social Security number. If you do not have one, write "N/A" in the space provided.
- B. Date of Birth** - Always use eight numbers to show your date of birth. Write the date in this order: Month, Day, Year. For example, write May 1, 1958 as 05/01/1958.
- C. Date You Became a Permanent Resident** - Write the official date when your lawful permanent residence began, as shown on your Permanent Resident Card. To help locate the date on your card, see the sample Permanent Resident Cards in the *Guide*. Write the date in this order: Month, Day, Year. For example, write August 9, 1988 as 08/09/1988.
- D. Country of Birth** - Write the name of the country where you were born. Write the name of the country even if it no longer exists.
- E. Country of Nationality** - Write the name of the country where you are currently a citizen or national. Write the name of the country even if it no longer exists.
- If you are stateless, write the name of the country where you were last a citizen or national.
  - If you are a citizen or national of more than one country, write the name of the foreign country that issued your last passport.
- F. Citizenship of Parents** - Check "Yes" if either of your parents is a U.S. citizen. If you answer "Yes," you may already be a citizen. For more information, see "Frequently Asked Questions" in the *Guide*.
- G. Current Marital Status** - Check the marital status you have on the date you are filing this application. If you are currently not married, but had a prior marriage that was annulled (declared by a court to be invalid) check "Other" and explain it.
- H. Request for Disability Waiver** - If you have a medical disability or impairment that you believe qualifies you for a waiver of the tests of English and/or U.S. government and history, check "Yes" and attach a properly completed Form N-648. If you ask for this waiver it does not guarantee that you will be excused from the testing requirements. For more information about this waiver, see the *Guide*.
- I. Request for Disability Accommodations** - We will make every reasonable effort to help applicants with disabilities complete the naturalization process. For example, if you use a wheelchair, we will make sure that you can be fingerprinted and interviewed, and can attend a naturalization ceremony at a location that is wheelchair accessible. If you are deaf or hearing impaired and need a sign language interpreter, we will make arrangements with you to have one at your interview.

If you believe you will need us to modify or change the naturalization process for you, check the box or write in the space the kind of accommodation you need. If you need more space, use a separate sheet of paper. You do not need to send us a Form N-648 to request an accommodation. You only need to send a Form N-648 to request a waiver of the test of English and/or civics.

We consider requests for accommodations on a case-by-case basis. Asking for an accommodation will not affect your eligibility for citizenship.

#### **Part 4. Addresses and Telephone Numbers**

- A. **Home Address** - Give the address where you now live. Do NOT put post office (P.O.) box numbers here.
- B. **Mailing Address** - If your mailing address is the same as your home address, write "same." If your mailing address is different from your home address, write it in this part.
- C. **Telephone Numbers (optional)** - If you give us your telephone numbers and e-mail address, we can contact you about your application more quickly. If you are hearing impaired and use a TTY telephone connection, please indicate this by writing "(TTY)" after the telephone number.

#### **Part 5. Information for Criminal Records Search**

The Federal Bureau of Investigation (FBI) will use the information in this section, together with your fingerprints, to search for criminal records. Although the results of this search may affect your eligibility, we do NOT make naturalization decisions based on your gender, race, or physical description.

For each item, check the box or boxes that best describes you. The categories are those used by the FBI. Note, you can select one or more.

#### **Part 6. Information About Your Residence and Employment**

- A. Write every address where you have lived during the last 5 years (including in other countries).

Begin with where you live now. Include the dates you lived in those places. For example, write May 1998 to June 1999 as 05/1998 to 06/1999.

If you need separate sheets of paper to complete section A or B or any other questions on this application, be sure to follow the Instructions in "**How Do I Complete This Application?**" above.

- B. List where you have worked (or, if you were a student, the schools you have attended) during the last 5 years. Include military service. If you worked for yourself, write "self employed." Begin with your most recent job. Also, write the dates when you worked or studied in each place.

#### **Part 7. Time Outside the United States (Including Trips to Canada and Mexico and the Caribbean)**

- A. Write the total number of days you spent outside of the United States (including on military service) during the last 5 years. Count the days of every trip that lasted 24 hours or longer.
- B. Write the number of trips you have taken outside the United States during the last 5 years. Count every trip that lasted 24 hours or longer.
- C. Provide the requested information for every trip that you have taken outside the United States since you became a Lawful Permanent Resident. Begin with your most recent trip.

#### **Part 8. Information About Your Marital History**

- A. Write the number of times you have been married. Include any annulled marriages. If you were married to the same spouse more than one time, count each time as a separate marriage.
- B. If you are now married, provide information about your current spouse.
- C. Check the box to indicate whether your current spouse is a U.S. citizen.

D. If your spouse is a citizen through naturalization, give the date and place of naturalization. If your spouse regained U.S. citizenship, write the date and place the citizenship was regained.

E. If your spouse is not a U.S. citizen, complete this section.

F. If you were married before, give information about your former spouse or spouses. In question F.2, check the box showing the immigration status your former spouse had during your marriage. If the spouse was not a U.S. citizen or a Lawful Permanent Resident at that time check "Other" and explain. For question F.5, if your marriage was annulled, check "Other" and explain. If you were married to the same spouse more than one time, write about each marriage separately.

G. For any prior marriages of your current spouse, follow the instructions in section F above.

**Note:** If you or your present spouse had more than one prior marriage, provide the same information required by section F and section G about every additional marriage on a separate sheet of paper.

### Part 9. Information About Your Children

A. Write the total number of sons and daughters you have had. Count **all** of your children, regardless of whether they are:

- alive, missing, or dead;
- born in other countries or in the United States;
- under 18 years old or adults;
- married or unmarried;
- living with you or elsewhere;
- stepsons or stepdaughters or legally adopted; or
- born when you were not married.

B. Write information about all your sons and daughters. In the last column ("Location"), write:

- "with me" - if the son or daughter is currently living with you;
- the street address and state or country where the son or daughter lives - if the son or daughter is NOT currently living with you; or

- "missing" or "dead" - if that son or daughter is missing or dead.

If you need space to list information about additional sons and daughters, attach a separate sheet of paper.

### Part 10. Additional Questions

Answer each question by checking "Yes" or "No." If ANY part of a question applies to you, you must answer "Yes." For example, if you were never arrested but *were* once detained by a police officer, check "Yes" to the question "Have you ever been arrested or detained by a law enforcement officer?" and attach a written explanation.

We will use this information to determine your eligibility for citizenship. Answer every question honestly and accurately. If you do not, we may deny your application for lack of good moral character.

Answering "Yes" to one of these questions does not always cause an application to be denied. For more information on eligibility, please see the *Guide*.

### Part 11. Your Signature

After reading the statement in Part 11, you must sign and date it. You should sign your full name without abbreviating it or using initials. The signature must be legible. Your application may be returned to you if it is not signed.

If you cannot sign your name in English, sign in your native language. If you are unable to write in any language, sign your name with an "X."

**NOTE:** A designated representative may sign this section on behalf an applicant who qualifies for a waiver of the Oath of Allegiance because of a development or physical impairment (see *Guide* for more information). In such a case the designated representative should write the name of the applicant and then sign his or her own name followed by the words "Designated Representative." The information attested to by the Designated Representative is subject to the same penalties discussed on page 6 of these Instructions.

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**Part 12. Signature of Person Who Prepared This Application for You**

If someone filled out this form for you, he or she must complete this section.

**Part 13. Signature at Interview**

*Do NOT complete this part. You will be asked to complete this part at your interview.*

**Part 14. Oath of Allegiance**

*Do NOT complete this part. You will be asked to complete this part at your interview.*

If we approve your application, you must take this Oath of Allegiance to become a citizen. In limited cases you can take a modified Oath. The Oath requirement cannot be waived unless you are unable to understand its meaning because of a physical or developmental disability or mental impairment. For more information, see the *Guide*. Your signature on this form only indicates that you have no objections to taking the Oath of Allegiance. **It does not mean that you have taken the Oath or that you are naturalized.** If the INS approves your application for naturalization, you must attend an oath ceremony and take the Oath of Allegiance to the United States.

**Penalties**

If you knowingly and willfully falsify or conceal a material fact or submit a false document with this request, we will deny your application for naturalization and may deny any other immigration benefit. In addition, you will face severe penalties provided by law and may be subject to a removal proceeding or criminal prosecution.

If we grant you citizenship after you falsify or conceal a material fact or submit a false document with this request, your naturalization may be revoked.

**Privacy Act Notice**

We ask for the information on this form and for other documents to determine your eligibility for naturalization. Form N-400 processes are generally covered in 8 U.S.C. 1421 through 1430 and 1436 through 1449. We may provide information from your application to other government agencies.

**Paperwork Reduction Act Notice**

A person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood and which impose the least possible burden on you to provide us with the information. Often this is difficult because some immigration laws are very complex. The estimated average time to complete and file this form is computed as follows: (1) 2 hours and 8 minutes to learn about and complete the form; (2) 4 hours to assemble and file the information - for a total estimated average of 6 hours and 8 minutes per application. If you have comments about the accuracy of this estimate or suggestions to make this form simpler, you can write to the Immigration and Naturalization Service, HQRFS, 425 I Street, N.W., Room 4034, Washington, DC 20536; OMB No. 1115-0009. **DO NOT MAIL YOUR COMPLETED APPLICATION TO THIS ADDRESS.**