



HOW TO PREPARE FOR A BIOMETRICS APPOINTMENT

Biometrics serve to record and confirm the identity of a person according to their physical and unique traits. USCIS will take a picture of you, your fingerprints, and have you sign your name. This process will confirm your identity so that USCIS will be able to provide benefits to the right person and verify if the person has a criminal record.



NOTIFICATION OF A BIOMETRICS APPOINTMENT

You will receive a notification of your biometric appointment with the date, time, and location. The appointment is mandatory and should not be missed. If your request is missing you can be denied. The Biometrics appointment will last between 15 to 30 minutes. You should arrive 30 to 15 minutes before your appointment time. In your Notice there will be a list of what you will need to bring with you. Be sure to bring your appointment notice and valid government issued ID.

- The most important things to know are:
- 1) The Place, Date, and Time of Your Appointment
 - 3) List of what you need to bring to the appointment

HOW TO PREPARE FOR YOUR APPOINTMENT

- You will need to bring to the appointment:
- 1) Your Notice of Appointment (1-797C) and,
 - 2) A valid ID with photo. For example:
 - A) Green card: only if you have it, you will have to bring it
 - B) Passport or National ID card with photograph issued by your country
 - C) Driver's license
 - D) Military issued ID with photograph
 - E) Photo ID card issued by the state

When you arrive you will have to wait in line for your fingerprints, a photograph and / or a digital signature on a LiveScan machine. When you provide your digital signature you will be confirming that the information you provided in your application or petition is complete true and correct.

* If you have a criminal record you should not worry. You still have to attend to your appointment is mandatory

AFTER YOUR BIOMETRICS APPOINTMENT

Once you have completed your biometrics appointment. The agent will give you a seal on your appointment notice that confirms that you attended. It is very important that:

- 1) The stamp has the correct date &
- 2) Keep this document safe

This serves as proof if USCIS cannot find your record that you attended the appointment.



WWW.UNLOCAL.ORG
646.216.8210



Example of a Biometrics Appointment Notice

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

Form I-797C, Notice of Action

THIS NOTICE DOES NOT GRANT ANY IMMIGRATION STATUS OR BENEFIT.

ASC Appointment Notice		APPLICATION/PETITION/REQUEST NUMBER MSC1234567 - IOE 1234567		Application Number
CASE TYPE I821D - I765	SOCIAL SECURITY NUMBER	USCIS A# A123 456 789	Your A Number	
ACCOUNT NUMBER 0123456789123	TCR	SERVICE CENTER CSC	PAGE 1 of 1	

Jose Perez
111 Main st
New York, NY 12345



To process your request, U. S. Citizenship & Immigration Services (USCIS) must capture your biometrics.
PLEASE APPEAR AT THE BELOW APPLICATION SUPPORT CENTER AT THE DATE AND TIME SPECIFIED.
IF YOU FAIL TO APPEAR AS SCHEDULED, YOUR REQUEST WILL BE CONSIDERED ABANDONED.

APPLICATION SUPPORT CENTER
USCIS PRINCIPAL CITY
123 LEFT ST
NEW YORK NY 12345

Address

PLEASE READ THIS ENTIRE NOTICE CAREFULLY.
DATE AND TIME OF APPOINTMENT

01/02/2000
12:00PM

Date and Time of Appointment

WHEN YOU GO TO THE APPLICATION SUPPORT CENTER TO HAVE YOUR BIOMETRICS TAKEN, YOU MUST BRING:

- THIS APPOINTMENT NOTICE** and
- PHOTO IDENTIFICATION.** Requestors must bring their Permanent Resident Card/Resident Alien Card, or a passport, driver's license, national ID, military ID, or State-issued photo ID. If you appear without proper identification, your biometrics may not be taken.

CELL PHONES, CAMERAS, OR OTHER RECORDING DEVICES ARE NOT PERMITTED.

NOTE: USCIS will use your fingerprints to check the criminal history records of the FBI. You may obtain a copy of your own FBI identification record using the procedures outlined within Title 28 C.F.R., Section 16.32. The procedures to change, correct, or update your FBI identification record are outlined within Title 28, C.F.R., Section 16.34.

NOTE: If the USCIS ASC is closed due to inclement weather or for other unforeseen circumstances, USCIS will automatically reschedule your appointment for the next available appointment date and mail you a notice with the new date and time.

REQUEST FOR RESCHEDULING

Please reschedule my appointment. Once USCIS receives your request, you will be sent a new appointment notice. Make a copy of this notice for your records, then mail the original with your request to BPU, Alexandria ASC, Suite 100, 8850 Richmond Hwy, Alexandria, VA 22309-1586

BIOMETRICS PROCESSING STAMP

ASC SITE CODE: X12
BIOMETRICS QA REVIEW BY: 202405 ON 9-5-12
TENPRINTS QA REVIEW BY: 202407 ON 9-5-12

Stamp confirming your attendance to the appointment

APPLICATION NUMBER
I821D 1234567891

APPLICATION NUMBER 2
I76: 1234567891

If you have any questions regarding this notice, please call 1-800-375-5283.

WARNING: Due to limited seating availability in our lobby area, only persons who are necessary to assist with transportation or completing the biometrics worksheet should accompany you. If you have open wounds or bandages/casts when you appear, the USCIS may reschedule your appointment if it is determined your injuries will interfere with taking your biometrics.