

## USA

# Visa application process

Please note: Visa information is up to date at time of publishing, but subject to change at any time. Please consult the relevant authorities website for the most up dated information.

Date of issue: 29 August 2018

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Visa Interviews are by appointment only. Appointments are available weekdays. Applicants may contact the Visa Information Service Centre (VISC) via telephone at 087 550 2160 (between 8 AM and 8 PM Monday to Friday, or visit the website <http://southafrica.usvisa-info.com> to determine your non-immigrant visa type or for any general questions.

**STEP ONE: Complete the visa application form:** Each applicant must visit <https://ceac.state.gov/GENIV/> to complete the DS-160 visa application form. Upon completion you need to print out the bar-code confirmation page. You will need this barcode number to schedule the appointment and this page must be produced at the Consulate on the day of your interview.

**STEP TWO: Payment.** You must decide as to whether you will pay the non-refundable MRV application fee by cash or by credit card.

**CREDIT CARD:** If you pay by credit card, you may contact the Visa Information Service Centre (VISC) via telephone at 087 550 2160 between 8 AM and 8 PM Monday to Friday, or visit the website to make payment and to schedule your appointment. As part of scheduling your appointment, you will be asked to pre-select a DHL office to which your passport can be delivered free of charge before you can make the appointment. Go to STEP THREE.

**CASH:** After completing the DS-160 application form, you will need to contact the call centre website to obtain a unique deposit slip instruction sheet for cash payment at an ABSA branch which you will receive by email for you to print out. It has unique numbers you will need to make the deposit. As part of obtaining the deposit slip, you will be asked to pre-select a DHL office to which your passport can be delivered free of charge before you can make the appointment.

If paying by cash, take the deposit slip to an ABSA branch to make payment. Wait up to four hours until payment has been posted, and then revisit the website with the deposit receipt MRV number necessary to schedule an appointment. Once your payment has been validated, you may make an appointment through the website, or by calling 087 550 2160. If you pay near close of business, you may have to wait until mid-morning the next business day until your fee has been validated. GO TO STEP THREE.

You must follow the instructions to pay by cash OR credit card. Please do not use both methods.

**STEP THREE:** After successfully scheduling an appointment, you will receive an appointment confirmation letter by e-mail. You must print the appointment confirmation and bring it with you to the appointment.

**STEP FOUR – Bring to Your Interview:**

A valid passport which has unused visa pages (not amendment pages). Please bring all prior passports.  
The application confirmation page from the DS-160.  
The appointment confirmation page.



A recent front-facing, 50 mm x 50 mm photograph of each applicant.

**PASSPORT DELIVERY AFTER A SUCCESSFUL VISA INTERVIEW:** Successful applicants may choose from the following three options:

1. Free delivery to the DHL office that you have pre-selected, where you will pick up your visa after 3-5 business days.
2. Pay R90 for standard home/office delivery, which usually takes 3-5 business days.
3. Pay R288 for expedited delivery to one of three specified DHL locations, where you will pick up your passport with visa. In general, applicants who opt for the expedited delivery option are able to pick up the passport the next business day after the interview, but this cannot be guaranteed. Contact Tel No: 031 941 7800

**Please note:**

Plane tickets: Applicants should obtain a visa BEFORE purchasing tickets or making irrevocable travel plans.

Cell phones: and other portable electronics are not allowed in the Consulate. Arriving at the Consulate with these items will delay your entry.

Paid parking: is available in the vicinity of the Consulate. There is no public parking at the Consulate.

**Visa cost:** The visa application fee is determined by the type of visa for which the applicant is applying.

All Non-immigrant visa applicants must pay the Non-immigrant visa application processing fee (MRV) prior (by cash or credit card) to scheduling an appointment through this service.

This fee is non-refundable and non-transferrable regardless of whether a visa is issued. Certain visa categories are subject to a reciprocity fee which must be paid at the Consulate.

All visa application fees are \$160. Petition (H,L,O,P,Q,R) based reciprocity fee for South African passport holders is \$85 which is paid at the consulate.

**Category - Costs subject to fluctuation Fee**

Non-immigrant Visas, non-petition based (B1/B2, C1/D, F, M, J, I, TN, TD) \$160

Non-immigrant Visas, petition based (H, L, O, P, Q, R) \$190

**General Fee Information:**

All visa applicants, including children, are required to pay a non-refundable and non-transferable Non-immigrant visa (MRV) application fee. fees can be paid using the website or through the automated phone system. Payment of the visa application fee is required whether or not an application results in the issuance of a US visa.

If paying by cash:

1. Create a user account on the website
2. Add applicant information to complete the registration.
3. Continue with the flow of the website until you arrive at the Payment page.
4. Select Pay by Cash
5. Download, print and follow the Cash payment instruction sheet.

Cash payment Notes:

1. Please allow 2 business days for the cash payment to complete and be active in this system.
2. Do not use this payment slip to pay the amount indicated more than once.

If paying by credit card online:

1. Enter all required fields to complete the transaction
2. After the transaction is approved, click "Continue" to proceed to the appointment calendar.

If paying by credit card by phone: You must follow instructions to pay by cash OR credit card. Please do not use both methods.



Requirements/Delay      Delay: Based on individual circumstances of each case.

**Requirements:**

1. Passport valid for travel to the USA. Your passport must be valid for at least six months beyond the period of stay in the USA (unless exempt by country-specific agreements).
2. Passport containing the most recently issued US Visa (if applicable).
3. Non-immigrant Visa Application, Form DS-160 confirmation page.
4. Confirmation and instructions page printed from above website.
5. One 5x5cm colour photo taken within the last 6 months. See website for further guidelines.
6. Accompanying family members, unless entering the United States for another purpose, should present an original marriage certificate (spouse) and/or birth certification (for unmarried children under 21), as applicable.

Many visa types require additional documents.

1. Intention to depart the United States upon completion of your travel.
2. Sufficient funds to cover all expenses while in the USA.
3. Evidence to show that the applicant has a residence abroad to which he/she intends to return at the end of the stay in the USA. This is generally established by evidence of family, professional, property, employment or other ties and commitments to some country other than the USA sufficient to cause the applicant to return there at the conclusion of his/her stay.

Info available: <http://travel.state.gov> or fax on demand 083 900 0800.

Days Closed      Public Holidays 2018:

All U.S. Consulates in South Africa are closed on South African and US holidays. The Consulates General in Cape Town and Durban are closed to the public every Friday. The Consulate General in Johannesburg is closed the last Friday of every month to the public. 01 Jan / 21, 30 Mar / 02, 27 Apr / 01 May / 16 Jun / 09 Aug / 24 Sep / 16, 17, 25, 26 Dec

Office Hours      Mon-Thu: 08h00 - 12h00 Visa Applications

Mon-Thu: 08h00-17h00 (closed between 13h00-14h00)

Friday: 08h00-12h00

The Visa information Service Centre (VISC) is open Monday to Friday, 8:00-20:00, for telephone calls to answer questions, accept payments, and book appointments.

**Contact Details:**

**US Consulate: Johannesburg**

Telephone No : +27 011 290 3000  
Visa call centre : +27 087 550 2160  
Fax No : +27 011 884 0396  
Street Address : 1 Sandton Drive, Sandhurst (opp Sandton City Mall)  
Postal Address : P.O. Box 787197, Sandton, 2146  
Email Address : [consularjohannesburg@state.gov](mailto:consularjohannesburg@state.gov)  
Website Address : <https://ais.usvisa-info.com/en-ZA/niv>

**US Consulate: Durban**

Telephone No : +27 031 305 7600  
Call Centre : +27 087 550 2160  
Fax No : +27 031 305 7691  
Email Address : [consulardurban@state.gov](mailto:consulardurban@state.gov)  
Street Address : 303 Dr. Pixley KaSeme Street, 31st Floor, Delta Towers, Durban, 4001



Web Address : <http://travel.state.gov> / <https://ais.usvisa-info.com/en-ZA/niv>

**US Consulate: Cape Town**

Telephone No : +27 021 702 7300 between 11:00 - 12:00  
Fax No : +27 021 702 7493  
Call centre : +27 087 550 2160  
Street Address : 2 Reddam Ave, Westlake, 7945  
Postal Address : Postnet suite 50, Private Bag X26, Tokai 7966  
Email Address : [consularcapetown@state.gov](mailto:consularcapetown@state.gov)  
Web Address : <https://ais.usvisa-info.com/en-ZA/niv>

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