

Instructions for Filling Out Visa Application Forms (DS-156, DS-157, DS-158)

VISA APPLICATION (DS-156) PROCEDURE

- The DS-156 must be filled out **online** at <https://evisaforms.state.gov/ds156.asp>, and in English. In English, for addresses, do not translate.
- The US consulate will only accept DS-156 forms that are filled out accurately. Read the entire application before you continue reading this form. Practice filling out the form on a piece of paper before you actually fill it out **online**. If you make a mistake, please fill out the form all over again. The latest version of the form is the only valid.
- Fill out all necessary blanks. If the question does not apply to you, fill in the blank by writing “none” or “not applicable.” Do not leave it empty.
- Answer all questions truthfully. If you are worried about answering "yes" or "no" to a particular question, ask your American Councils representative for advice.
- The DS-156 requires a full-face photograph. Please refer to the *Photo Rules handout* for more information.
- If you have any questions, please ask your American Councils representative.

Questions:

1. Carefully and neatly write the number of your international passport.
2. Carefully write the place of issuance of your international passport, the city, then select the country from the list (“SERBIA”); state/province (**do not write anything for the state/province**).
3. Carefully select the issuing country from the list (“SERBIA AND MONTENEGRO”).
4. The date of issue of your international passport, in the format of dd-mm-yyyy (i.e. 12-Jun-2003).
5. The date of expiration of your international passport, in the format of dd-mm-yyyy (i.e. 12-Jun-2013).
6. Your last name (exactly as it is written in your international passport).
7. Your first name (do not write your father’s name as middle name)
8. **If this does not apply to you, write “none.”**
9. **If this does not apply to you, write “none.”**
10. Your date of birth, in the format of dd-mm-yyyy (i.e. 15-Mar-1992).
11. Place of Birth, including city, select the country from the list (“SERBIA”), and don not write anything in the State/Province box
12. Your citizenship, not ethnicity (“Serbia”)
13. Carefully mark an X in the appropriate box
14. Carefully and neatly fill in the national identification number (JMBG).
15. Carefully write your full home address (where you now live, which may not correspond with where you are registered).
16. Carefully write your city code and home telephone number (where you now live, not necessarily where you are registered) as well as home fax and mobile numbers. **Write “none” in those that do not apply (i.e. business phone/fax numbers).**
17. Carefully mark an X in the appropriate box
18. **Write “none.”**
19. **Do not write anything in this section.**
20. Carefully and neatly write the name of your school, where you study, and its address (street name, house number, city etc).
21. Carefully and neatly write “high school student.”
22. **Do not write anything in this section.**
23. Carefully and neatly write your e-mail address. If you do not have an e-mail address, write “none”. But, we encourage you to open an e-mail account on GMAIL.

24. If you do not know the address of the host family that you will live with, write “**American Councils, 1776 Mass. Ave., NW, Washington DC 20036.**”, but if you do, write an address of your host family.
 25. If you do not know the name and telephone numbers of the host family with whom you will live, write “American Councils” and its business phone number, “(202) 833 7522”, but if you do, write an address of your host family
 26. Write “4 weeks.”
 27. Write “study.”
 28. Write “US Department of State.”
- Questions 29-37 – Answer these questions truthfully. This program is not for students who are planning to immigrate. If you have ever been refused a US visa, it does not mean that you will be refused again. You may have to go to the consulate for an interview.
29. Put an X in the appropriate box. If you mark “yes,” then you must answer the additional questions.
 30. Put an X in the appropriate box. If you mark “yes,” then you must answer the additional questions.
 31. Put an X in the appropriate box. If you mark “yes,” then you must answer the additional questions.
 32. Put an X in the «No» box.
 33. Put an X in the box for yes. If you do not know the address of your host school, write **American Councils, 1776 Mass. Ave., NW, Washington DC 20036.**
 34. You are not traveling with any of your relatives. **Answer “none” in this section.**
 35. Put an X in the appropriate box.
 36. Put an X in the appropriate box. If you mark “yes,” then you must indicate whom.
 37. Put an X in the appropriate box(es). If you answer any of the questions with “yes,” then you must indicate that person’s status in the US.
 38. Put an X in the appropriate boxes. You must answer all of the questions in Section 38.
 39. Put an X in the box “no.”
 40. **Do not complete this section.**
 41. Sign and date the application (the date should be in the format of dd-mm-yyyy, i.e. 23-May-2009).

WHEN YOU FILL OUT DS-2019 FORM, PLEASE SEND IT TO YOUR LOCAL AMERICAN COUNCILS’ REPRESENTATIVE IN PDF VIA INTERNET.

**VISA APPLICATION SUPPLEMENTS PROCEDURES
(DS-157 for MALES and DS-158 for ALL)**

- The DS-157 and DS-158 must be filled out using **black** ink and in the language of the application version used. If the applicant is filling out the English language version of the form, the entire form must be filled out in English. If the form is in another language, such as Russian, the applicant may fill out the application in that language or in English. In English, for addresses, do not translate but use the original names as in your local language.
- The US consulate will only accept visa applications and supplemental forms that are filled out accurately. Read the entire application before you continue reading this form. Practice filling out the form on another piece of paper before you actually write on the application.
- Fill out all necessary blanks. If the question does not apply to you, fill in the blank with “none” or “N/A.” Do not leave it empty.
- Answer all questions truthfully. If you are worried about answering "yes" or "no" to a particular question, ask your American Councils representative for advice.
- If you have any questions, please ask your American Councils representative.
- **NOTE: ALL applicants must fill out the additional form, DS-158.**
- **All MALE applicants must fill out the additional form, DS-157.**

FORM DS-158

ALL participants must complete this form.

Questions #1: Your last name, first name, and patronymic (just as they are written in your international passport).

Question #2: Your date of birth, in the format of month, then day, then year (i.e. 01.24.1992).

Questions #3: Write your place of birth (country, city, region/province – see #7 on DS-156).

Questions #4: Carefully write your full home address (where you now live, which may not correspond with where you are registered), which should match #12 on DS-156 visa application.

Question #5: Write “none”

Question #6: Fill in the full names (last, first, middle) of parents and siblings, including their full addresses, relationship to you, and telephone numbers.

Question #7: List the full requested information of two non-family members/relatives (e.g. neighbors or family friends), include full name, address, and telephone numbers.

Questions on Work Experience: If you do not have any work experience, please write “none”

Please sign at the bottom of Page 2 and put the date in the format of mm-dd-yyyy (i.e. 05-23-2009).

FORM DS-157

All MALE participants must complete this form.

Question #1: Your last name; and #2: your first name and patronymic (as in your international passport).

Question #3: Your full name (last, first, patronymic) as written in your native language.

Question #4: If you do not belong to a clan or tribe, write “none”

Question #5: Write “none”

Question #6: Your Father’s full name; and #7: your Mother’s full name.

Question #8: If you do not know the address of where you will be staying, write the address of **American Councils, 1776 Mass. Ave., NW, Washington DC 20036. (202) 833-7522.**

Questions #9 and #10: Answer as needed.

Question #11: Put an X in the appropriate box.

Question #12: If you have held a job somewhere, provide the required information: name of the organization, address telephone, job title, supervisor’s surname, and dates when you worked there.

Question #13: If you have been a member, provide the necessary information.

Question #14: Mark the box for “no”

Question #15: Mark the box for “no”

Question #16: If you or your family has been forced to relocate or if you have suffered in some way due to a military conflict, mark the box for “yes”, and then explain in the space provided. If not, mark “no”

Question #17: If you have attended any other educational institution (excluding language schools), please indicate which ones here. Otherwise, write “none”

Question #18: If you know your flight date and flight number to depart for the US, write it in the space provided. If you don't know the address of where you will be staying, write the address of **American Councils, 1776 Mass. Ave., NW, Washington DC 20036, (202) 833-7522.**