

## **RE-FINGERPRINT INSTRUCTIONS**

The United States Citizenship & Immigration Service (CIS) require that fingerprints be no more than 15 months old at the time of filing the I-600 for the child's visa. The fingerprint expiration date is usually listed on the form I-171h. If it is not, calculate the 15-month expiration from the date you were fingerprinted. Every member of the household **over the age of 18** must be fingerprinted. It is vitally important that prospective adoptive parents keep their I-171H current – this is your responsibility.

Approximately one month prior to the expiration date, please begin the re-fingerprinting process:

Write a letter to your local CIS office to request re-prints. If this is your first re-file, there is no charge for the petitioner's biometrics.

The CIS office will contact you with an appointment date and time. Some states do not send written confirmation of cleared prints. Please follow up with your local CIS office to be sure your prints were cleared.

When you receive your referral, it is again time to determine whether or not your fingerprints will expire prior to your Embassy visa appointment. If so, immediately contact your local CIS office and begin the fingerprinting process. Travel may be delayed if your prints are not valid.

For more information on this process, please visit:  
<http://uscis.gov/graphics/howdoi/fororphan.htm>.

## **IF YOUR CIS ADVANCE APPROVAL EXPIRES**

The advance processing of your orphan petition is valid for 18 months. If you have not traveled to your child's country and completed the adoption within that time frame, it is necessary to reapply. You may make this request no earlier than 90 days before the approval expiration. The I-600A form is available on our website. Complete the application just as your original I-600A and resubmit with the following documentation:

1. Cover letter explaining that you have already been approved but are reapplying because: a) have not received a referral b) Approval will expire before you can travel.
2. A home study update, which indicates that all new police/abuse clearances have been done, as well as, any changes that may have occurred since the original application.  
NOTE: Every CIS office has different requirements for the home study update. Please verify the requirements with your local CIS office or social worker.
3. Photocopy of birth certificates, Marriage, divorce or death certificates (if applicable) and a photocopy of your original home study. Please see instructions.
4. Photocopy of your original form I-171H (or I-797C in some states)

5. USCIS will allow a prospective adoptive parent to receive one extension of the approval of the Application for Advance Processing of Orphan Petition at no charge (including one biometric fee). The request from the applicant for an extension of the approval must be in writing and received by USCIS **prior to the expiration date** of approval indicated on the Notice of Favorable Determination Concerning Application for Advance Processing of Orphan Petition, Form I-171H. This no charge extension is limited to only one occasion.