

# Steps to Complete the e-CRBA Application



# Log in to your MyTravelGov account



**MyTravelGov** is using Login.gov to allow you to sign in to your account safely and securely.

Sign in

Create an account

## Sign in for existing users

**i** To access an application for a Consular Report of Birth abroad already in progress, create an account with the same email address you used to start the process.

Email address

1@gmail.com

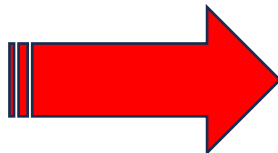
Password

.....

☐ Show password

Sign in

[Sign in with your government employee ID](#)



# Before completing your child's eCRBA application, make sure you have saved the following documents in a folder so you can upload all files at once:

file must be a JPEG, JPG, PDF or PNG.



- Indian Birth Certificate for the child.
- Marriage certificate.
- Documentation of previous marriage dissolution (if applicable):
  - i.e. Divorce decree or death certificate (save all pages of the divorce document as one single pdf attachment. Do not upload individual sheets.)
- Bio page of both parents' passports (or photo IDs if passport not available).
- Naturalization certificate (or Certificate of citizenship if applicable).
- If the U.S. citizen parent who is transmitting citizenship to the child is not present when applying for a CRBA, that parent should complete a Form DS-5507
- Proof of U.S. physical presence:
  - Bio page and *all* pages of U.S. citizen's previous Indian passport or foreign passports (attach as one pdf file) and current U.S. passports.
  - Transcripts from high school and/or college (if applicable)
  - Asylum paperwork (if applicable)
  - DD214 Separation Statement (for military veterans)

If the above documents are not available, then you can upload the following:

- credit card bills
- airline ticket stubs
- tax returns
- wage statements

The selected file size must not exceed 10 MB.

# Answer the Eligibility Questions

## Consular Report of Birth Abroad Eligibility

The Consular Report of Birth Abroad (CRBA) certifies U.S. citizenship of a child born outside the United States to U.S. citizens. Let's find out if your child is eligible.

\* Was the child born outside the U.S. or its outlying possessions? [More.](#)

- ☐ Yes
- ☐ No

\* Is the child under the age of 18?

- ☐ Yes
- ☐ No

\* Was at least one parent a U.S. citizen or U.S. non-citizen national when the child was born? [More.](#)

- ☐ Yes
- ☐ No

\* Can you use a credit/debit card, or a direct payment from a U.S. dollar denominated bank account (also known as "ACH"), to pay for your CRBA application online?<sup>1</sup>



# How It Works

Good news! You're eligible to request a CRBA online. Here's how it works:

## Step 1: Complete the CRBA application

Usually about 15-30 minutes



- Gather your [important documents](#) and upload copies as you go to save time later.
- Save your progress and return any time.
- Submit \$100 application fee then schedule your in-person interview with your local embassy or consulate.

## Step 2: Attend your in-person interview

Usually about 1-2 hours



- Attend your scheduled in-person interview.
- Bring your original documents to your interview.
- If approved, arrange to pick up your CRBA or have it mailed to you by providing a pre-paid envelope. Find your local embassy or consulate [here](#).

Let's Get Started





# Policy Review

## Privacy Act Statement

**AUTHORITY:** The information solicited on this form is requested pursuant to provisions in Titles 8 and 22 of the United States Code (U.S.C.), whether or not codified, including specifically 22 U.S.C. 2705 and predecessor statutes, and by regulations issued pursuant to E.O. 112 95 (August 5, 1966), including Part 50, Title 22 Code of Federal Regulations (CFR).

**PURPOSE:** The primary purpose for soliciting the information is to establish citizenship, identity, and entitlement to issuance of a Consular Report of Birth Abroad and to properly administer and enforce the laws pertaining thereto. The information may also be used in connection with issuing other evidence of citizenship, and in furtherance of the Secretary's responsibility for the protection of U.S. nationals abroad.

**ROUTINE USES:** The information solicited on this form may be made available as a routine use to other government agencies, to assist the U.S. Department of State in adjudicating passport applications and requests for related services, and for law enforcement and administrative purposes. It may also be disclosed pursuant to court order. The information may be made available to foreign government agencies to fulfill passport control and immigration duties. The information may also be provided to foreign government agencies, international organizations and, in limited cases, private persons and organizations to investigate, prosecute, or otherwise address possible violations of law or to further the Secretary's responsibility for the protection of U.S. nationals abroad. The information may be made



I have read the Privacy Act Statement, Paperwork Reduction Act Statement, and Computer Fraud and Abuse Act Statement.



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**CRBA Application Progress**


 Child Information


 Place of Birth

 Child Identity

 Parent Information

 Marriage Information

 Residence History

 Contact Information

 Review and Pay

[MyTravelGov](#) > [My Applications](#) > eCRBA

Save and Exit

# Child Information

Let's start by telling us where your child was born.

## Place of Birth

Enter the information exactly as it appears on the child's birth certificate.

\* Country

Select a country

\* City

State/Province

Select a state/province

Next



- Child Information
- Place of Birth
- Child Identity
- Parent Information
- Marriage Information
- Residence History
- Contact Information
- Review and Pay

# Child Information

Now tell us a little bit more about your child.

## Child Identity

First Name

Middle Name

\* Last Name

Suffix

\* Date of Birth

08/08/2023

\* Sex

Female

\* Does the child's name match the name on their birth certificate?

☒ Yes

☐ No

Name should be  
as printed on  
birth certificate

 The in-person interview requires you to show original proof of birth. Uploading it now can save you time later.  
[Which documents should I bring?](#)



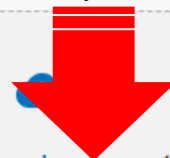


The in-person interview requires you to show original documents. Which documents should I bring?

**Upload your child's birth certificate**

...you time later.

#### Attachments



Drag and drop or [browse](#) to upload.

The selected file must be a JPEG, JPG, PDF or PNG. The selected file size must not exceed 10 MB.

If multiple children were born at the same time (for example, twins), you can add them to this CRBA application.

[Add Another Child](#)

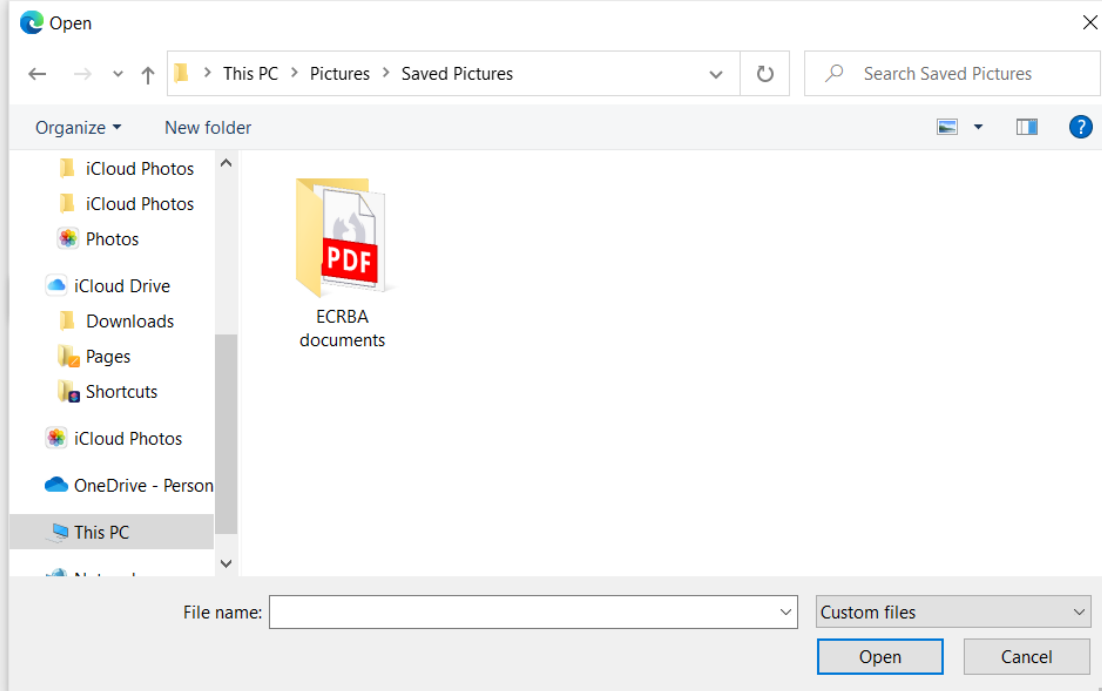


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# Upload the birth certificate



res you to show original proof of birth. Uploading it now can save you time later.  
ing?

Drag and drop or [browse](#) to upload.

PDF or PNG. The selected file size must not exceed 10 MB.

If multiple children were born at the same time (for example, twins), you can add them to this CRBA application.

[Add Another Child](#)

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### Attach Document



\* Document Type

☒ Birth Certificate

☐ Other

Description

0 / 1,000

Cancel

Next



✕



<

## Attach

h. Uploading it now can save you time later.

Cancel

not exceed 10 MB.

can add them to this CRBA application.



The in-person interview requires you to show original proof of birth. Uploading it now can save you time later.

Which documents should I bring?

#### Attachments



Drag and drop or [browse](#) to upload.

✓ File uploaded successfully!

The selected file must be a JPEG, JPG, PDF or PNG. The selected file size must not exceed 10 MB.

If multiple children were born at the same time (for example, twins), you can add them to this CRBA application.

[Add Another Child](#)



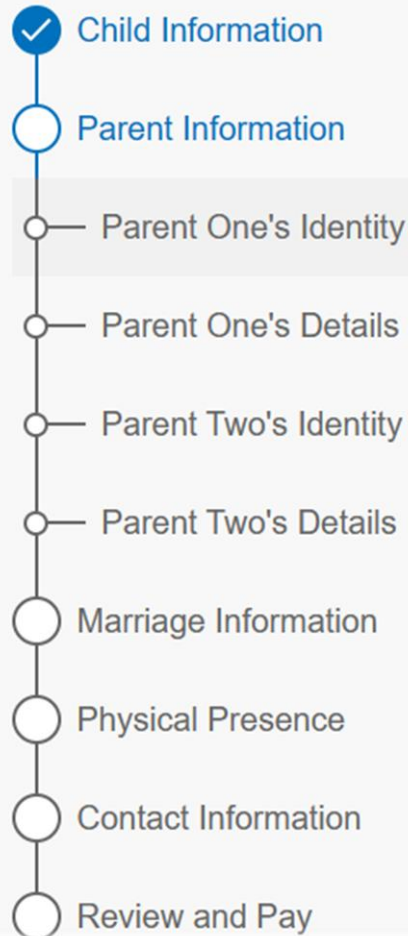
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**CRBA Application Progress**

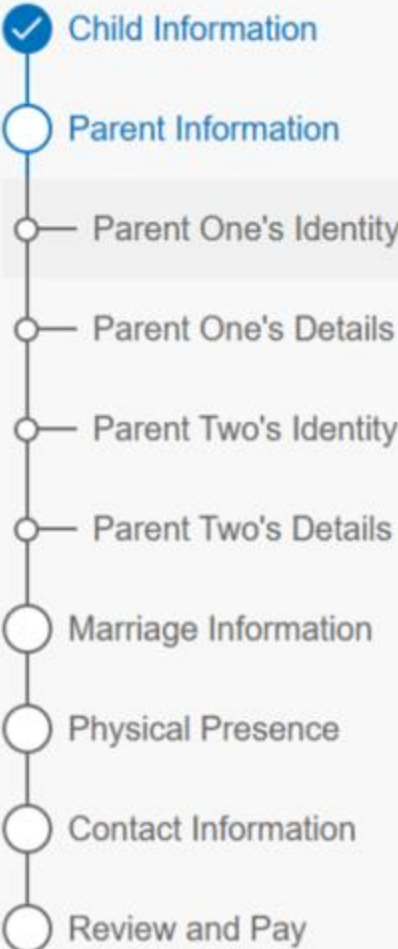
On the left side of the screen, you will see the **application process steps.**

As you proceed through the steps, you will be able to **navigate around the application and see your progress.**

You may **go back to previous sections, attach files, and edit** as needed

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### CRBA Application Progress



[MyTravelGov](#) > [My Applications](#) > eCRBA

## Parent Information

Next, we need some information about the biological parents.

### Parent One's Identity

#### Citizenship Status

At least one biological parent must've been a U.S. citizen or a U.S. national when the child was born. If only one parent was a U.S. citizen or U.S. national, please enter them here.

\* Was this parent a U.S. citizen at the time of the child's birth?

☐ Yes

☐ No

☒ Yes

☐ No

Name should be as printed on your passport.

First Name

Middle Name

\* Last Name

Last Name is required.

Suffix

If you've ever had any other legal names (for example, a maiden name), please add them here.

[Add Another Legal Name](#)

\* Date of Birth



MM/DD/YYYY

\* Sex

The in-person interview requires this parent to show original:



- Proof of identity
- Proof of U.S. citizenship/ U.S. national status

Uploading these documents now can save you time later. [What documents should I bring?](#)

Attachments

CRBA Application Progress

- ✓ Child Information
- Parent Information
- ✓ Parent One's Identity
- Parent One's Details
- Parent Two's Identity
- Parent Two's Details
- Marriage Information
- Physical Presence
- Contact Information
- Review and Pay

# Parent Information

We just need a little more information about this parent.

## Parent One's Details

Place of Birth

\* Country

Select a country▼

\* City

State/Province

Current Home Address

\* Country

Select a country▼

\* Street Address

[What if I use a PO Box?](#)

## Passport Information

If this parent has an unexpired U.S. passport, please enter it here.

Passport Number

Confirm Passport Number

Date of Issue

 MM/DD/YYYY

Date of Expiration

 MM/DD/YYYY



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Save and Exit



## CRBA Application Progress

- ✓ Child Information
- Parent Information
- ✓ Parent One's Identity
- ✓ Parent One's Details
- Parent Two's Identity
- Parent Two's Details
- Marriage Information
- Physical Presence
- Contact Information
- Review and Pay

# Parent Information

One more to go. Tell us a little about the other biological parent.

## Parent Two's Identity

### Citizenship Status

At least one biological parent must've been a U.S. citizen or a U.S. national when the child was born.

\* Was this parent a U.S. citizen at the time of the child's birth?

☐ Yes

☒ No

\* Was this parent a [U.S. national](#) at the time of the child's birth?

☐ Yes

☐ No

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Save and Exit

CRBA Application Progress

- ☒ Child Information
- ☒ Parent Information
  - ☒ Parent One's Identity
  - ☒ Parent One's Details
  - ☒ Parent Two's Identity
  - ☐ Parent Two's Details
- ☐ Marriage Information
- ☐ Physical Presence
- ☐ Contact Information
- ☐ Review and Pay

# Parent Information

We just need a little more information about this parent.

## Parent Two's Details

Place of Birth

Country

Select a country ▼

City


State/Province

Current Home Address

Select Address

- ☐ [redacted]
- ☐ Enter new address



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### CRBA Application Progress

- ☒ Child Information
- ☒ Parent Information
- ☐ Marriage Information
- ☐ Marital Status
- ☐ Other Marriages
- ☐ Physical Presence
- ☐ Contact Information
- ☐ Review and Pay

[MyTravelGov](#) > [My Applications](#) > eCRBA

## Marriage Information

You're halfway there! Now we need to know about the marital status of the biological parents.

### Marital Status

\* Are the biological parents **currently** married to each other?

- ☐ Yes
- ☐ No

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- Marriage Information
- Marital Status
- Other Marriages
- Physical Presence
- Contact Information
- Review and Pay

## Marital Status

\* Are the biological parents **currently** married to each other?

- ☒ Yes
- ☐ No

Where and when did they get married?

\* Country

India


\* City

New Delhi

State/Province

DEL

\* Date of Marriage

 12/04/2023



The in-person interview requires you to show original proof of this marriage. Uploading it now can save you time later. [What documents should I bring?](#)

Attachments



**FORM "II"**  
(See Sub-section (2) of section II and sub-rule (5) and (6) of rule 4)



Upload your marriage  
certificate





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## CRBA Application Progress

- ☒ Child Information
- ☒ Parent Information
- ☐ Marriage Information
- ☒ Marital Status
- ☐ Other Marriages
- ☐ Physical Presence
- ☐ Contact Information
- ☐ Review and Pay

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## Marriage Information

One more thing. We need to know about any previous marriages.

### Other Marriages

\* Has  ever been married to **anyone else**?

- ☐ Yes
- ☐ No

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- Marriage Information
- Marital Status
- Other Marriages
- Physical Presence
- Contact Information
- Review and Pay

## Other Marriages

\* Has [redacted] ever been married to **anyone else**?

☒ Yes

☐ No

Tell us more about their other spouse and their current marital status

### Other Spouse's Identity

First Name

Middle Name

### Marital Status

\* Status of Marriage

What is the current status? ▼

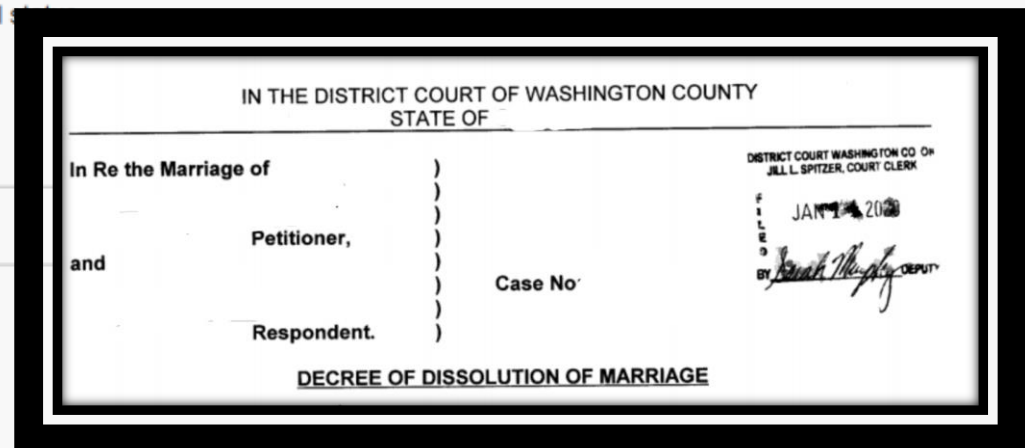
\* Date of Marriage

 MM/DD/YYYY



The in-person interview requires you to show original proof of this marriage. Uploading it now can save you time later.  
[What documents should I bring?](#)

Attachments



Attach divorce decree  
(single pdf file)





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### CRBA Application Progress

- ☒ Child Information
- ☒ Parent Information
- ☒ Marriage Information
- ☐ Physical Presence
- ☐ Time in U.S.
- ☐ Time Abroad
- ☐ Contact Information
- ☐ Review and Pay

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## Physical Presence

List all dates [redacted] has been physically present in the United States prior to the child's birth. This includes time living, working, and/or visiting the U.S. Enter information to the best of your recollection. [Here's an example.](#)

At the interview, you may be asked to provide proof of any precise periods of time you list, which could be bank statements, employment records, rent payments, school transcripts, utility bills, etc. Do not include any time after the child was born, and do not list any time spent outside of the U.S.

## Time in U.S.



# Physical Presence

List all dates of time living in the United States prior to the child's birth.

At the time of the statement, the child was living in the United States.

Time

## Add Location



\* Residence Location For



\* City



City is required.

\* State

New York



Estimated Dates



Current

\* From



MM/DD/YYYY

\* To



MM/DD/YYYY

Cancel

Next



- Physical presence is the actual time the parent was physically located in the United States.
- Any periods of travel outside the United States (i.e., vacations, business trips, etc.) should NOT be included in the physical presence calculation.
- Physical presence in the United States can be any time before the child's birth.
- This can include time before the U.S. citizen parent was naturalized as a U.S. citizen.

Don't worry if you have changed cities or States within the United States. You don't need to enter those.

### Add Location

\* Residence Location For

☒ . . .

\* City

City is required.

\* State

New York

☐ Estimated Dates

☐ Current

\* From

MM/DD/YYYY

\* To

MM/DD/YYYY

Cancel

Next



Enter the name of city and the State when you first entered the United States

Enter the date when you left the United States for the first time.

Enter the date when you first entered the United States. Check the stamps on your old Indian or foreign passport you used to enter the United States.



# Physical Presence

List all dates  
time living

At the int  
statement  
the child

Time

## Add Location

\* Residence Location For



\* City



City is required.

\* State

☐ Estimated Dates

☐ Current

\* From

\* To

Enter the second  
time you entered  
the United States

Next



When was the next  
time you entered  
the United States?  
Enter the city and  
State in the US you  
entered.

When was the  
second time  
you left the  
United States



# Physical Presence

List all dates of time living in the United States prior to the child's birth.

At the international statement of the child's birth.

Time

## Add Location



\* Residence Location For



\* City



City is required.

\* State

☐ Estimated Dates

☐ Current

\* From

\* To

Cancel

Next



Similarly enter the dates you entered and exited the United States till the birth of your child.

# Documentary evidence of physical presence

## Physical Presence

List all dates **you** has been physically present in the United States prior to the child's birth. This includes time living, working, and/or visiting the U.S. Enter information to the best of your recollection. [Here's an example.](#)

At the interview, you may be asked to provide proof of any precise periods of time you list, which could be bank statements, employment records, rent payments, school transcripts, utility bills, etc. Do not include any time after the child

Add Location

The in-person requires this parent to show original proof of residency.

Drag and drop or [browse](#) to upload.

< Back

Add

### Upload your current and expired passports:

Bio page and *all* pages of previous and current passports. If you entered the United States on any Indian passports, upload the bio page and *all* pages of these passports.

Upload each passport separately to avoid confusion. For example, your Indian passport(s) with all pages can be saved as single pdf documents. Your US passport(s) with all pages should also be saved as single pdf attachments.



### Other evidence you can upload:

- transcripts from high school and/or college,
- wage statements
- DD214 Separation Statement (for military veterans) ---
- credit card bills
- airline ticket stubs
- immigration paperwork (i.e. asylum documents).

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## CRBA Application Progress

- ✓ Child Information
- ✓ Parent Information
- ✓ Marriage Information
- ✓ Physical Presence
- Contact Information
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## Contact Information

Just a few more questions. We need to know where to contact you with updates on your application.

\* Primary Email Address

\* Confirm Primary Email Address

[Add Another Email](#)

\* Primary Phone Number

Extension

[Add Another Phone Number](#)

## Mailing Address

Make sure you  
enter your  
email address  
and a valid  
contact number

DO NOT enter  
your travel  
agent or lawyer  
contact details



Enter new address

## CRBA Certificate Delivery Preference

\* How would you like to receive the Consular Report of Birth Abroad? [More.](#)

Select a delivery preference




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Save and Exit



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### CRBA Application Progress

- ☒ Child Information
- ☒ Parent Information
- ☒ Marriage Information
- ☒ Physical Presence
- ☒ Contact Information
- ☐ Review and Pay

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## Review Application

Just take one last look at everything and make sure it's correct. Uploading all your documents now will save you time later. Remember, you'll have to bring all your original documents to the interview.

Make sure you review Name, Date of Birth and all details filled in the application.

### Child Information

Female

DOB:

Birth Location:

[Edit](#)

Attachments

[Add](#)

# CRBA Certificate Delivery Preference

Mail to me

[Edit](#)

## Acknowledgements

- I have reviewed the above information and it is accurate to the best of my knowledge.
- I am one of the biological parents of the child applying for the CRBA.
- I understand that this application will not be approved nor denied until the application fee is paid, the in-person interview occurs, and the Consular Officer reviews the application.



I certify the above statements.



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## Payment

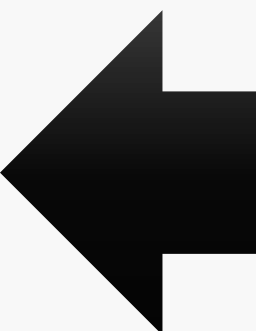
Clicking Pay will redirect you to Pay.gov to make a secure payment. Once your payment has been processed, you'll be able to schedule your in-person interview. The fee is non-refundable and is only valid for appointments at your local consulate or embassy.

### Summary

eCRBA Application Fee	\$100
-----------------------	-------

Quantity: 1

**Total Due: \$100**



Once the application is complete, you can pay for the CRBA service via Pay.gov using a credit card or bank account.



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**Pay**



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# Overseas American Citizen Services Fees

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## Payment Information

Payment Amount \$100.00

### I want to pay with my

- ☐ Bank account (ACH)
- ☐ Debit or credit card

**Continue**

[Cancel](#)

Pay.gov accepts MasterCard, Visa, AMEX, and Discover. Customers paying with a U.S. bank account will need to provide routing and account numbers.

# Schedule your CRBA Interview.

MyTravelGov > My Applications > eCRBA

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## Schedule Your Interview

Your application has been submitted! It's time to schedule your in-person interview. Clicking "Schedule" will redirect you to the ACS Appointment System. You must attend the interview in order for your application to be considered. If you need assistance, contact your local post.



At least one parent must be present at the in-person interview. If that parent is not a U.S. citizen or U.S. national, form [DS-5507](#) must be notarized and brought to the interview.

### Post Location

You must schedule your appointment at the following location. Remember, your payment is only valid for this post.



[U.S. Embassy Tokyo, 10-5 Akasaka 1-Chome, Minato-Ku, Tokyo, JPN](#)



[+81 3-3224-5000](#)




[tokyoppt@state.gov](mailto:tokyoppt@state.gov)

### Required Documents

Remember to bring all your original documents with you to the interview. Additional documentation may be requested at that time.

[Schedule](#)

[Download Summary](#)



Please allow **72 hours** between payment submission and CRBA interview appointment to allow time for the payment to be processed.

Don't forget to bring all original documents and your child to the interview.

