



# Application to File Declaration of Intention

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

USCIS  
Form N-300

## What Is the Purpose of Form N-300?

Form N-300, Application to File Declaration of Intention, enables you, a lawful permanent resident, to notify U.S. Citizenship and Immigration Services (USCIS) that you intend to become a citizen of the United States. **USCIS does not require** that you file this application to become eligible for naturalization.

## Who May File Form N-300?

You may file this application if:

1. You are a lawful permanent resident over 18 years of age; and
2. You are currently residing in the United States pursuant to a lawful admission for permanent residence.

## General Instructions

We provide free forms through the USCIS website. To view, print, or complete our forms, you should use the latest version of Adobe Reader, which you can download for free at <http://get.adobe.com/reader/>. If you do not have Internet access, you may call the USCIS Contact Center and ask that we mail a form to you.

**Signature.** You (or your signing authority) must properly complete your application. USCIS will not accept a stamped or typewritten name in place of any signature on this application. If you are under 14 years of age, your parent or legal guardian may sign the application on your behalf. A legal guardian may also sign for a mentally incompetent person. If your application is not signed, or if the signature is not valid, we will reject your application. See 8 CFR 103.2(a)(7)(ii) (A). If USCIS accepts a request for adjudication and determines that it has a deficient signature, USCIS may deny the request.

**Validity of Signatures.** USCIS will consider a photocopied, faxed, or scanned copy of an original handwritten signature as valid for filing purposes. The photocopy, fax, or scan must be of the original document containing the handwritten ink signature.

**Filing Fee.** See Form G-1055, available at [www.uscis.gov/forms](http://www.uscis.gov/forms), for specific information about the fees applicable to this form.

**Biometric Services Appointment.** USCIS may require that you appear for an interview or provide biometrics (fingerprints, photograph, and/or a signature) at any time to verify your identity, obtain additional information, and conduct background and security checks, including a check of criminal history records maintained by the Federal Bureau of Investigation (FBI), before making a decision on your application or petition. If we determine that a biometric services appointment is necessary, we will send you an appointment notice with the date, time, and location of your appointment. If you are currently overseas, your notice will instruct you to contact a U.S. Embassy, U.S. Consulate, or USCIS office outside the United States to schedule an appointment.

At your biometrics appointment, you must sign an oath reaffirming that:

1. You provided or authorized all information in the application;
2. You reviewed and understood all of the information contained in, and submitted with, your application; and

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3. All of this information was complete, true, and correct at the time of filing.

If you do not attend your biometric services appointment, we may deny your application.

**Copies.** You should submit legible photocopies of requested documents unless the Instructions specifically instruct you to submit an original document. USCIS may request an original document at any time during our process. If we request an original document from you, we will return it to you after USCIS determines it no longer needs the original.

**NOTE:** If you submit original documents when not required or requested, **USCIS may destroy them after we receive them.**

**Translations.** If you submit a document with information in a foreign language, you must also submit a full English translation. The translator must sign a certification that the English language translation is complete and accurate, and that they are competent to translate from the foreign language into English. The certification must also include their signature, printed name, the signature date, and their contact information.

**USCIS Contact Center.** For additional information on the application and Instructions about where to file, change of address, and other questions, visit the USCIS Contact Center at [www.uscis.gov/contactcenter](http://www.uscis.gov/contactcenter) or call **800-375-5283** (TTY **800-767-1833**). The USCIS Contact Center provides information in English and Spanish.

**Disability Accommodations/Modifications.** To request a disability accommodation/modification, follow the instructions on your appointment notice or at [www.uscis.gov/accommodationsinfo](http://www.uscis.gov/accommodationsinfo).

### How To Complete Form N-300

1. Type or print legibly in black ink.
2. If you need extra space to complete any item within this application, use the space provided in **Part 5. Additional Information** or attach a separate sheet of paper. Type or print your name and Alien Registration Number (A-Number) (if any) at the top of each sheet; indicate the **Page Number**, **Part Number**, and **Item Number** to which your answer refers; and sign and date each sheet.
3. Answer all questions fully and accurately. If a question does not apply to you (for example, if you have never been married and the question asks “Provide the name of your current spouse”), type or print “N/A,” unless otherwise directed. If your answer to a question which requires a numeric response is zero or none (for example, “How many children do you have” or “How many times have you departed the United States”), type or print “None” unless otherwise directed.

### Specific Instructions

**This application is divided into Parts 1. - 6.**

#### Part 1. Information About You

**Item Number 1. Your Current Legal Name** (Do not provide a nickname.). Your current legal name is the name on your birth certificate unless it was changed after birth by a legal action such as a marriage or court order. **Do not provide a nickname.**

**Item Number 2. Other Names Used** (if any). Provide all other names you have ever used, including aliases, maiden name, and nicknames. If you need extra space, to complete this section, use the space provided in **Part 5. Additional Information.**

**Item Number 3. U.S. Social Security Number** (if any). Provide your U.S. Social Security number. If you do not have a U.S. Social Security number, type or print “N/A.”

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**Item Number 4. USCIS Online Account Number.** You will only have a USCIS Online Account Number (OAN) if you previously filed a form that has a receipt number that begins with IOE. If you filed the form online, you can find your OAN in your account profile. If you mailed us the form, you can find your OAN at the top of the Account Access Notice we sent you. If you do not have a receipt number that begins with IOE, you do not have an OAN. The OAN is not the same as an A-Number.

**Item Number 5. Date of Birth.** Provide your date of birth in the mm/dd/yyyy format.

**Item Number 6. Date You Became a Lawful Permanent Resident.** Provide the official date when your lawful permanent residence began, as shown on your Permanent Resident Card. Type or print the date in mm/dd/yyyy format. For example, type or print August 9, 1988, as 08/09/1988. **USCIS may reject your application if you do not provide the information.**

**Item Number 7. Country of Birth.** Provide the name of the country where you were born. Type or print the name of the country even if the country's name has since changed or the country no longer exists.

**Item Number 8. Country of Citizenship or Nationality.** Provide the name of the country where you are a citizen and/or national. This is not necessarily the country where you were born. If you do not have citizenship in any country, type or print "stateless" and provide an explanation in **Part 5. Additional Information.**

**Item Number 9. Absence From the United States.** Select the box that indicates if you have been absent for a period of six months or longer since being admitted to the United States as a lawful permanent resident.

**Item Number 10. Mailing Address.** Provide the address where you would like to receive written correspondence regarding your application.

**Item Number 11. Physical Address.** Provide your physical address if it is different from your mailing address.

**NOTE:** USCIS may not be able to contact you if you do not provide a complete and valid address. In addition, if USCIS does reject your application, USCIS may not be able to return the fee paid in connection with your Form N-300 to you if you do not provide a complete and valid address. If USCIS cannot return the filing fee, USCIS will cash your check.

## **Part 2. Applicant's Statement, Contact Information, Declaration, Certification, and Signature**

**Item Numbers 1. - 6.** Select the appropriate box to indicate whether you read this application yourself or whether you had an interpreter assist you. If someone assisted you in completing the application, select the box indicating that you used a preparer. Further, you must sign and date your application and provide your daytime telephone number, mobile telephone number (if any), and email address (if any). Every application **MUST** contain the signature of the applicant (or parent or legal guardian, if applicable). A stamped or typewritten name in place of a signature is not acceptable.

## **Part 3. Interpreter's Contact Information, Certification, and Signature**

**Item Numbers 1. - 7.** If you used anyone as an interpreter to read the Instructions and questions on this application to you in a language in which you are fluent, the interpreter must fill out this section, provide his or her name, the name and address of his or her business or organization (if any), his or her daytime telephone number, his or her mobile telephone number (if any), and his or her email address (if any). The interpreter must sign and date the application.

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## **Part 4. Contact Information, Declaration, and Signature of the Person Preparing this Application, if Other Than the Applicant**

**Item Numbers 1 - 8.** This section must contain the signature of the person who completed your application, if other than you, the applicant. If the same individual acted as your interpreter **and** your preparer, that person should complete both **Part 3.** and **Part 4.** If the person who completed this application is associated with a business or organization, that person should complete the business or organization name and address information. Anyone who helped you complete this application **MUST** sign and date the application. **A stamped or typewritten name in place of a signature is not acceptable.** If the person who helped you prepare your application is an attorney or accredited representative, he or she may also need to submit a completed Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative, along with your application.

## **Part 5. Additional Information**

**Item Numbers 1 - 6.** If you need extra space to provide any additional information within this application, use the space provided in **Part 5. Additional Information.** If you need more space than what is provided in **Part 5.,** you may make copies of **Part 5.** to complete and file with your application, or attach a separate sheet of paper. Type or print your name and A-Number (if any) at the top of each sheet; indicate the **Page Number, Part Number,** and **Item Number** to which your answer refers; and sign and date each sheet.

## **Part 6. Declaration of Intention**

You are required to complete and sign this part. Refer to **Part 1. Information About You** for Instructions to assist you. If you are completing this application on a computer, all fields you completed in **Part 1.** will prepopulate in **Part 6.** Please review the information to ensure all information was collected correctly.

USCIS will return the original Declaration of Intent page from your Form N-300 if it is approved.

USCIS will retain a copy of the Declaration of Intention page from your Form N-300 in your file.

**We recommend that you print or save a copy of your completed application for your records.**

## **What Evidence Must You Submit?**

You must submit all evidence requested in these Instructions with your application. If you fail to submit required evidence, USCIS may reject or deny your application in accordance with 8 CFR 103.2(b)(1) and these Instructions.

### **1. Copy of Permanent Resident Card**

Submit a copy of the front and back of your Form I-551 (Permanent Resident Card.) USCIS must be able to read information provided on the copy.

### **2. Photographs**

You **must** submit two identical color passport-style photographs of yourself taken recently. The photos must have a white to off-white background, be printed on thin paper with a glossy finish, and be unmounted and unretouched.

The photos must be 2 by 2 inches with full face, frontal view. Head height should measure 1 to 1 3/8 inches from top of your hair to bottom of your chin, and eye height is between 1 1/8 to 1 3/8 inches from the top of your eyes to the bottom of the photo. Your head must be bare unless you are wearing headwear as required by a religious denomination. Use a pencil or felt pen to lightly print your name and A-Number (if any) on the back of the photos.

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## Where To File?

Please see our website at [www.uscis.gov/N-300](http://www.uscis.gov/N-300) for the most current information about where to file this application.

## Address Change

If you are not a U.S. citizen, you must notify USCIS of your new address within 10 days of moving from your previous residence. For information on changing your address, go to our website at [www.uscis.gov/addresschange](http://www.uscis.gov/addresschange) or call the USCIS Contact Center.

**NOTE:** Do not submit a change of address request to the USCIS Lockbox.

## Processing Information

You must have a United States address to file this application.

**Initial Processing.** Once USCIS accepts your application, we will check it for completeness. If you do not properly complete this application, you will not establish a basis for your eligibility and we may reject or deny your application.

**Requests for More Information.** USCIS may request that you provide more information or evidence to support your application. We may also request that you provide the originals of any copies you submit. If we request an original document from you, we will return it to you after USCIS determines it is no longer needed.

**Requests for Interview.** We may request that you appear at a USCIS office for an interview based on your application. During your interview, USCIS may require you to provide your biometrics to verify your identity and/or update background and security checks.

**Decision.** The decision on Form N-300 involves a determination of whether you have established eligibility for the immigration benefit you are seeking. USCIS will notify you of our decision in writing.

## USCIS Forms and Information

To ensure you are using the latest version of this application, visit [www.uscis.gov](http://www.uscis.gov).

## Penalties

If you knowingly and willfully falsify or conceal a material fact or submit a false document with your Form N-300, we will deny your application and may deny any other immigration benefit. In addition, you will face severe penalties provided by law and may be subject to criminal prosecution.

## DHS Privacy Notice

**AUTHORITIES:** The information requested on this benefit application, and the associated evidence, is collected under the Immigration and Naturalization Act section 334.

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**PURPOSE:** The primary purpose for providing the requested information on this form is to notify USCIS, and certain states, that you intend to become a United States Citizen. DHS will use the information you provide to grant or deny the immigration benefit you are seeking.

**DISCLOSURE:** The information you provide on this form is voluntary. However, certain states may require the completion of this form prior to engaging in any business with you. Failure to complete this form does not make you ineligible for USCIS benefits, but may prevent you from engaging in business with the state.

**ROUTINE USES:** DHS may share the information you provide on this form and additional requested evidence with other Federal, state, local, and foreign government agencies and authorized organizations. DHS follows approved routine uses, as described in the associated published system of records notices [DHS/USCIS-001 - Alien File, Index, and National File Tracking System and DHS-USCIS-007 - Benefits Information System] and the published privacy impact assessment [DHS/USCIS/PIA-003(a) Integrated Digitization Document Management Program], which you can find at [www.dhs.gov/privacy](http://www.dhs.gov/privacy). DHS may also share the information, as appropriate, for law enforcement purposes or in the interest of national security.