



U.S. Citizenship Claim Checklist

Consular Report of Birth Abroad (CRBA) and First-time U.S. Passport Application

A Consular Report of Birth Abroad (CRBA) is a formal document certifying the acquisition of United States citizenship at birth for a person born abroad to a U.S. citizen parent or parents who meet the requirements for transmitting citizenship under the Immigration and Nationality Act (INA).

Contact us:

American Citizens Services (ACS)

U.S. Embassy Manila

U.S. Consular Agency, Cebu

Website: <https://ph.usembassy.gov>

Email: acsinfomanila@state.gov (Manila)

acsinfocebu@state.gov (Cebu)

An in-person appointment is **required** for all minor applicants for a Consular Report of Birth Abroad (CRBA), and for all adult applicants applying for U.S. citizenship through a U.S. citizen parent. Please bring all the original documents to your appointment. The original documents submitted will be returned after your interview.

- For applicants younger than 18**, use [eCRBA](#) to complete an online application. eCRBA is the Department of State's online application for a Consular Report of Birth Abroad (CRBA). This application method allows you to enter your data, upload required documents and pay the required fees. Additionally, you will be able to check the status of your application online.
If you cannot submit your CRBA application electronically as required; visit: <https://ph.usembassy.gov/paper-based-crba-application> for instructions on alternative options.
- For applicants aged 18 and above**, complete [DS-11 form](#) printed from the online system with a barcode and assemble the documents listed below.

Please note that missing any of these documents will delay your appointment:

- Applicants regardless of age must be present at the interview.** Both parents must accompany **minor** applicants. If the U.S. citizen parent cannot be present, the other parent must bring a [DS-5507](#) form completed by the U.S. citizen parent, **notarized by the U.S. commissioned** or at another U.S. Embassy or Consulate. If a person other than a parent or the child is applying for the CRBA, the person must present a certified copy of legal guardianship or notarized affidavit or letter of authorization (LOA) from the parent(s) authorizing the person to make the application.
- Applicant's original birth certificate** issued by the **Philippine Statistics Office (PSA)**. Visit: <https://psa.gov.ph> to obtain the PSA birth certificate. *We generally cannot accept birth certificates issued by the Local Civil Registrar (LCR) or National Statistics Office (NSO).*
- Two (2) unedited passport photos of the applicant/child** and one (1) for each parent, size 2in x 2in (5cm x 5cm), white background, taken in the last six months. Eyeglasses are not permitted in the photos.
- U.S. citizen parent's [proof of citizenship](#)** at the applicant/child's birth. (e.g. U.S. passport, U.S. birth certificate, CRBA, and Certificate of Naturalization/Citizenship).
- Parent/s two (2) valid identifications** (e.g. passports, driver's license, professional ID, voter's ID, senior citizen ID, Unified Multipurpose ID, National ID, or other government-issued photo-digitized IDs).
- [Legitimation evidence](#)**. Visit: <https://ph.usembassy.gov/eligibility-to-transmit-us-citizenship> for meeting the legitimation requirements appropriate for the applicant/child's circumstances.
 - Marriage certificate (if applicable). Visit <https://psa.gov.ph> to obtain a marriage certificate issued by the Philippine Statistics Authority (PSA) if married in the Philippines.
 - Divorce decree/Annulment decree/Death certificate (if applicable).

- U.S. citizen parent/s physical presence in the United States before the applicant/child's birth.** (e.g. passports, school transcripts, W2 forms, U.S. military statement of service or DD214). Earnings statements from the Social Security Administration can help prove time spent in the U.S. and can be obtained from the SSA website (<http://www.ssa.gov>). Citizenship and **physical presence** requirements refer to the situation of the parents on the date of the applicant's birth.
 - Applicant/Child *born in wedlock to U.S. citizen father and one non-U.S. citizen parent on or after November 14, 1986:* U.S. citizen parent, prior to the birth of the applicant/child, had been physically present in the United States for five (5) years, at least two (2) of which were after the age of fourteen.
 - Applicant/Child *born out of wedlock to one U.S. citizen parent and one non-U.S. citizen parent on or after November 14, 1986:* U.S. citizen parent, prior to the birth of the applicant/child, had been physically present in the United States for five (5) years, at least two (2) of which were after the age of fourteen.
 - Applicant/Child *born to two U.S. citizen parents* who are married at the time of birth: one of the parents had been a resident in the United States prior to the applicant/child's birth.
 - Applicant/Child *born out of wedlock to U.S. citizen mother on or before June 11, 2017:* the U.S. citizen mother must have been physically present in the United States for a continuous period of at least one year (365 days) prior to the birth of the child.
 - Applicant/Child *born out of wedlock to U.S. citizen mother on or after June 12, 2017:* the U.S. citizen mother must have been physically present in the United States for five (5) years prior to the birth, at least two (2) of which were after the age of fourteen.
- Evidence of mother's pregnancy** (e.g. ultrasound reports with sonograms, pregnancy photos, and prenatal/medical records). For an applicant/child born via Assisted Reproductive Technology (ART), submit complete medical records documenting the procedure.
- Evidence of both parents' physical presence in the same location at the time of conception** (e.g. passports with country entry and exit stamps, Bureau of Immigration arrival and departure records, travel orders, and plane tickets/boarding passes).
- Evidence of parents' relationship before pregnancy** (e.g. photos, letters, emails, and chat messages).
- Sequential or "growing up" photos of the applicant/child preferably with parents.** Photos should span from the applicant/child's birth to the present. Adult applicants must also bring old and current passports and/or IDs.

Reminder: While genetic (DNA) testing is a useful tool for verifying a biological relationship when no other form of reliable evidence is available, **do not initiate DNA testing** unless it is recommended by the U.S. Consular Officer.

Applicant who did not fall into the above categories may visit <https://ph.usembassy.gov/eligibility-to-transmit-us-citizenship> for other physical presence requirements.

Application for Minor Passport (if applying), please bring the following:

- A completed [DS-11 form](#) printed from the online system with a barcode and attached [one unedited passport photo](#), size 2in x 2in (5cm x 5cm), white background, taken in the last six months.
- Completed [DS-3053 form](#) consent form notarized by a U.S. commissioned or at another U.S. Embassy or Consulate (if one parent cannot attend the interview appointment).
- Statement of No Social Security Number (SSN). The applicant's Social Security number (SSN) is required by U.S. law on the DS-11 passport application.
- Payment confirmation if you paid via [pay.gov](#) or bring \$135 for payment at the Embassy/Consulate.** Courier delivery of CRBA or passport will be collected in pesos at the Embassy.

To request an appointment:

At the U.S. Embassy in Manila:

- **For eCRBA submission:** please send an email request to ManilaCRBAappt@state.gov.
- **For alternative submission options:** visit <https://ph.usembassy.gov/paper-based-crba-application> (**Note: Due to high volume of mails, wait times may be longer than expected**).

At the U.S. Consular Agency in Cebu:

- As of June 2024, PAPER-BASED applications are not accepted at the consular agency CRBA.
- CRBA Applicants should submit their application electronically and use our [Appointment Scheduling System](#) to obtain an appointment.