



EMBASSY OF JAMAICA

1520 New Hampshire Avenue, NW, Washington, DC 20036
Telephone: (202) 452-0660 | Facsimile:(202) 452-0670/0036

CITIZENSHIP BY DESCENT APPLICATIONS

Applications may be submitted in person (BY APPOINTMENT ONLY <http://www.embassyofjamaica.org/index.htm>) or by mail.

An applicant qualifies for Citizenship by Descent where:

- He/she was born outside Jamaica before August 6, 1962; and
- His/her mother or father became or would have, but for his/her death, become a citizen of Jamaica on August 6, 1962.
- He/she was born outside Jamaica after August 5, 1962, and whose father/mother was citizen of Jamaica by birth, descent or registration by virtue of marriage to a Jamaican on the date of his/her birth.

The required documents are:

- Completed Application Form ([Citizenship by Descent Application Form.pdf \(pica.gov.jm\)](#))
- Original Birth certificate of applicant
- Original Birth Certificate of mother or father
- Original birth certificate grandparent/great-grandparent (if citizenship is being requested through them)
- Original Marriage Certificate of applicant (if applicable)
- Original Marriage Certificate of parents (if applicant was born in wedlock)
- Original deed poll or naturalization certificate (if parent/grandparent etc. underwent a name-change)
- Valid driver's license or passport of mother or father (minors only)
- A valid government issued ID (valid driver's license or passport – adults only)
- Two recent passport-sized photographs taken within the last six months. Walk-in applicants need not notarize their photographs. One photograph for mailed-in applications must be certified by the Notary Public as "I certify this to be a true photo of



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(FULL NAME OF APPLICANT)” and should be stamped, signed and dated by the Notary Public. If this is unable to hold on the photographs, the photographs may be pasted on a blank paper and notarized following the aforementioned guidelines.

- Application Fee - \$135 (including mailing fee); \$115 (without mailing fee)
- Mailed-in application should include self-addressed registered envelope (**FEDEX, UPS, or USPS express, priority, registered or certified mail**) to facilitate the return of original documents, while awaiting the processing of application.

Important information to avoid delays in processing application:

- Father’s name must appear on applicant’s birth certificate if claiming citizenship through father.
- Spelling of parents’ names must be consistent with spelling on applicant’s birth certificate and on parent’s birth certificates.
- Applicant must ensure that errors on documents are corrected by offices where they were issued prior to submitting application.

PROCESSING TIME

The processing period for Citizenship by Descent Applications (provided that application fulfills all requirements AFTER being transmitted to the Passport, Immigration & Citizenship Agency (PICA) in Jamaica):

Approximately three (3) months (please allow for transit time between the Embassy and PICA in Jamaica)

PLEASE NOTE THAT LAMINATED, PHOTOCOPIED, OR SCANNED DOCUMENTS WILL NOT BE ACCEPTED

The acceptable forms of payment are cash, or debit card (a surcharge is applied by the banking machine used for debit card) for in-person appointments, ONLY. For mailed in applications, payment must be made by way of Money Order made out to the Embassy of



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Jamaica. Mailed-in applications are to be sent to: The Embassy of Jamaica, 1520 New Hampshire Ave, NW, Washington DC. 20036.