



Replacing or Renewing Your Permanent Resident Card (“Green Card”)

Can I file an application to replace or renew my resident card?

If you are a **conditional resident** or **permanent resident**, you can file an application to replace or renew your resident card. You have to file Form I-90. Conditional residents are people who were married to U.S. citizens for less than 2 years when they were approved for resident status. It will probably take about 9 months for your card to arrive.

People with criminal convictions should get advice from an immigration lawyer before they file this application. Certain criminal convictions or arrests can cause you to lose your residency status and you could be deported from the U.S.

In what situations can I apply to replace or renew my resident card?

If you are a conditional or permanent resident, you can apply if:

- your card was lost, stolen, or destroyed
- you never got your original resident card
- your card is mutilated, or unreadable
- your name changed since you got the original card
- the immigration service made a mistake on the card (like spelling your name wrong or listing the wrong birth date.)
- you are a permanent resident and your resident card is expiring or has expired. This does NOT apply to a conditional resident whose card is **expiring** after 2 years. **Conditional residents with expiring cards must file Form I-751.** See below.
- you got your resident card before you were 14 years old, and you are turning 14 in 30 days or less.
- your resident card does not have an expiration date



I am a conditional resident. Should I apply to replace my card when it expires?

Yes, but DO NOT use Form I-90. Conditional residents get residency for 2 years. Right before those 2 years end, you must apply to remove the “conditions” on your residency.

You need to file a “Petition to Remove Conditions on Residence” (Form I-751). You need to file Form I-751 **before** your card expires. If the immigration service approves your application, you will get a permanent resident card. If your card has already expired, contact an immigration lawyer.

Is there any risk in filing to replace my resident card?

Yes. As part of the application process, the immigration service will collect “biometric data” like your fingerprints and photograph. If you have a criminal record, it will show up when you want to replace or renew.

If the immigration service thinks that your crimes or other problems make you deportable, you are placed in removal (deportation) proceedings. You could lose your residency and be deported from the U.S.

If you have criminal convictions or arrests, you should get advice from an immigration lawyer before you file an application to replace or renew your card.



How do I apply to replace my resident card?

You have to complete and sign an application, Form I-90- Application to Replace Permanent Resident Card. You can only get the form online.

Find it on the U.S. Citizenship & Immigration service (USCIS) website at <http://www.uscis.gov/i-90>. There is a lot of information on the USCIS I-90 page. It is a good idea to read it.

If you plan to mail it in, you can print out a blank form or fill it out online and print it. Look under “Filing Options.” On the I-90 page. The form and instructions are there.

You can also fill out the form and file online, (called e-filing) but **make sure you read all the information carefully!** It is complicated, and some people can’t file online. The link to file online is under “filing Options.”

When you are done, make sure you **print a copy for yourself** and keep it in your files.

The I-90 Form

Do not fill out the boxes at the top that say “FOR USCIS USE ONLY.”

PART 1. Information about you.

- Fill in the information they ask for- like name, address, date of birth, gender, Social Security number, etc.
- Be careful when filling in your mailing address. This is the address USCIS mails your new card to. Make sure your address is complete, apartment number, zip code etc. **Also** report your address change to USCIS on form AR-11. See our fact sheet [Reporting Your Change of Address](#). If you move before you get your new card, make sure you report your change of address to USCIS and the post office.
- The “class of admission” is the 2-letter, 1-number code on your card. For example, “RE6.” The “date of admission” is the date on your card that says, “Resident Since.”
- Make sure you fill out everything that the instruction say is needed.
- Make sure the mailing address you use is dependable. Some letter carriers won’t deliver the mail if the name on the envelope does not match the name on the mailbox.

PART 2. Application type.

- #1 - Put a check in the box that applies to your situation.

If you check **1.a. Lawful Permanent Resident** or **1.b. Permanent Resident – In Commuter Status** (which means you are a resident who currently lives outside of the US) go to # 2 section A.

If you check **1.c. Conditional Permanent Resident**, skip number 2 section A and just do section B.

- #2- **Reason for Application**. Check only one box in section A or B.



PART 3. Processing information.

- Fill out the application with the correct information.
 - If you were in the U.S. when you applied for and got your card, write down the location of the USCIS office that approved your application in lines 1 and 2. The office locations are listed on your Receipt and Approval Notices.
 - If you applied for an immigrant visa at a U.S. embassy or consulate in your home country, write down the name of the U.S. city and state where you live on Line 3.a. On Line 3.a.1, write down the city and state where your visa was stamped. Or where you entered the U.S.

- If you have ever been ordered removed from the U.S., talk to a lawyer or paralegal **before** checking the Yes box in line 4.
- If you ever signed a form I-407 stating that you want to give up your permanent resident card, talk to a lawyer or paralegal before checking the Yes box and filing your application.
- In most cases, you should **not** send original documents or evidence with your application form. There are 2 exceptions to this:
 1. If your card has information that is wrong, you have to return the card with your application, and proof of why the information is wrong.
 2. If you never got your card and have proof that you never got it, send the proof in with your application.



If any of your documents are not in English, you have to include a certified English translation.

PART 4. Accommodations for Individuals with Disabilities and Impairments

- Fill out this section only if you need extra help with your application because of a disability or impairment.

PART 5. Signature.

- Sign and date your name. Fill in your telephone number.

PART 6. Interpreter’s Information

- If you checked the box in Part 5 line 1.b (used an interpreter) the interpreter should fill out Part 6 with their contact information. The interpreter must sign the certification.

Part 7. Signature of person preparing the form, if other than above.

- If someone else helped you to fill out the form, they need to put their name and telephone number here. Then they need to sign and date the form.

PART 8. Explanation Page

- This is for giving more detail if you need to explain things about any of your answers.

Payment

You have to send the filing fee with the application. The filing fee for most people is \$455. In many cases you also have to pay a biometric fee of \$85 for a total of \$540.

For exact information and fee amounts, go to www.uscis.gov/i-90 and click on the “Filing Fees” section.

The “Filing Fees” section also has information on the different ways you can pay and how.



Does everyone have to pay?

In some cases, USCIS lets you file without paying fees. **You do not have to pay if:**

- You are filing this application because your card has mistakes on it that are the fault of the immigration service, **or**
- You never got your original resident card, **and** the postal service returned the card to the immigration service. If the card was never returned to them, you have to pay the filing fee.

To find out if your card was returned to the immigration service, visit their website at www.uscis.gov. Type in your receipt number in the box under “check case status.” Your receipt number is on your receipt notice in the boxes at the top. If the website does not tell you if the card was returned, you may have to make an appointment with your local immigration office. To make an appointment, go to the website, click on “schedule an appointment” then follow the instructions, **or**

- If you are filing because you are turning 14 years old, and your card expires after your 16th birthday, your application fee is waived if you file within 30 days of your 14th birthday. But you still have to send in an \$85 biometrics fee.

If you are turning 14 years old and your card expires before your 16th birthday, you have to pay the full \$540 fee.

Sometimes you can get a fee waiver so you don’t have to pay. You need to apply for a fee waiver using USCIS **Form I-912 “Request for a Fee Waiver.”**

IMPORTANT: USCIS won’t start processing your application until it gets the money or gives you a fee waiver.

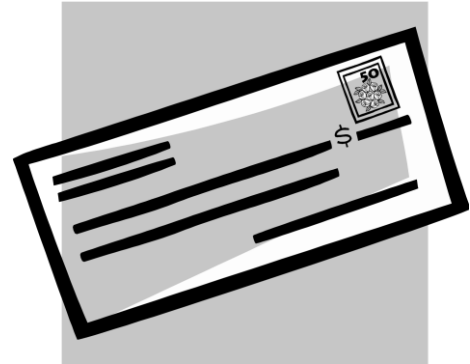
Filing Your Application

If you are filing online: USCIS has instructions on their site. Your supporting documents (proof) still need to be mailed in.

NOTE: the address to mail your documents for an online application is different than the application mailing address given below. Read the instructions carefully!

If you are filing by mail: Send the original application and copies of your supporting documents. Keep a copy of **everything** in your own files. Before you send the application make sure everything is there:

- Form I-90
- copies of your proof
- and payment or fee waiver request



Mail it to the immigration service, at the following address:

USCIS
P.O. Box 21262
Phoenix, AZ 85036

Biometrics

After you mail in your application, the immigration service makes an appointment for you at an Application Support Center (ASC). They send you a notice that tells you when and where your appointment is. **Show up for your biometrics appointment!**

You need to bring:

- your appointment notice
- your original resident card (if you have it)
- other government issued photo ID
- original or certified copies of your name change if you changed your name
- the original approval notice for your residency card
- certified copies of police or court records for any arrests you have had since your original resident card was issued. But be careful! Talk to an immigration lawyer first if you have any arrests, tickets, or convictions.

If you are claiming that your LPR card was stolen, bring the police report that you filed to report the crime.

If any of your documents are not in English, you must bring a certified English translation.



At your appointment, your fingerprints, photo, and other biometric data will be taken. The immigration service may keep your expiring or incorrect resident card.

If you do not show up for your biometrics appointment, the immigration service can't finish processing your application, and you will not get your new card. Your application may be denied if you do not appear.

REMEMBER: If you have criminal convictions or arrests, get advice from an immigration lawyer before you file this application. Certain criminal convictions can cause you to lose your permanent resident status and be deported from the U.S.

Get proof of your status while waiting for your new card

It might take 9 months for your new card to arrive. If you need proof that you have lawful permanent resident status, even though you don't have a current card, you may be able to:

1. Get a sticker on the back of your expired permanent resident card that states, "status extended for 1 year from expiration date." Ask for the sticker when you go to your ASC appointment.
2. Get an I-551 Stamp in your current, unexpired foreign passport that proves you have lawful permanent resident status. Ask for the stamp when you go to your ASC appointment.



Fact Sheets are legal information NOT legal advice. See a lawyer for advice.

Don't use this fact sheet if it is more than 1 year old. Ask us for updates, a fact sheet list, or alternate formats.

© 2020 Minnesota Legal Services Coalition. This document may be reproduced and used for non-commercial personal and educational purposes only. All other rights reserved. This notice must remain on all copies. Reproduction, distribution, and use for commercial purposes are strictly prohibited.