

HOW TO RENEW YOUR RESIDENCY ON-LINE AS OF JUNE 27, 2020

Each person must complete his/her own application.

You are only given a few days to complete the process so be sure and start it when you can go to the bank within 3-5 days.

STEP ONE: REGISTER

Enter the portal at <http://www.inm.gob.hn/>



Click on the box in the upper right hand side SERVICIOS EN LINEA

Requisitos

Requisitos Renovación de Carné en Línea

Al momento de realizar la renovación correspondiente del carné el residente deberá incluir en el correo del oficial de Migración que tiene asignada su solicitud los siguientes comprobantes:

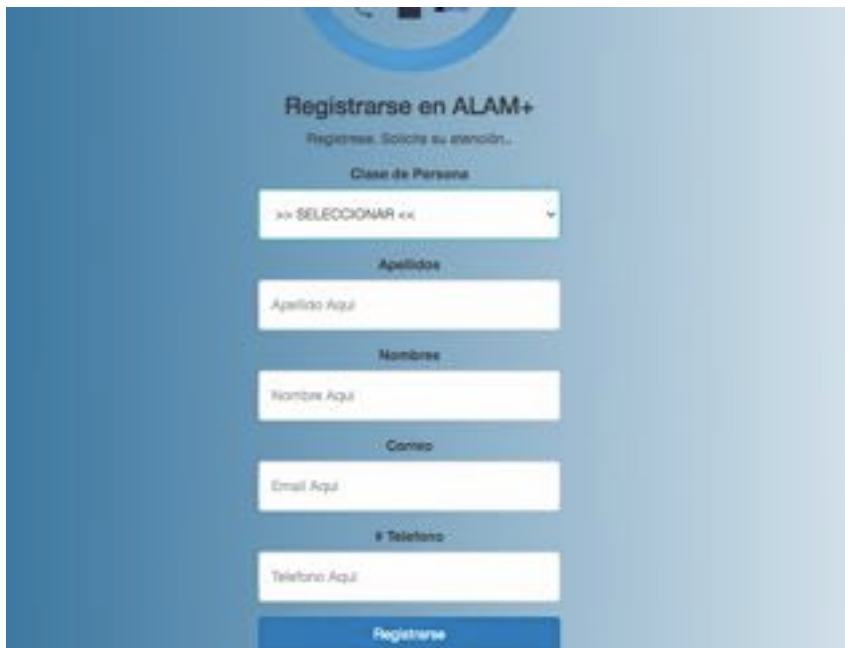
Permiso Especial de Permanencia:

1. Solicitud de Renovación de carné.
2. TGR pagado.
3. Copia o fotografía del documento completo de certificación de su permiso especial.
4. Copia o fotografía de carné de residente (frente y derecho).

Click on the tiny x in the top right hand side to close this. It may keep popping up...just keep closing it!



Click on the green box 'Registrarse'



Clase de Persona: click on arrow on the right. Select 'Extranjero'

Apellido: last name
Nombres: Name
Correo: email
Teléfono: Telephone
Click on the blue box Registrarse



Type your email address in the top box.

KEEP THIS PAGE OPEN! DO NOT CLOSE IT. OPEN ANOTHER BROWSER AND GO TO YOUR EMAIL where you will be given your temporary pin.

If you close this page, your temporary pin will not work to enter the page and you will need to wait until the next day to start over again.



Go to your email and get your temporary pin. You will receive this email. Your temporary pin is the number in the second to the last sentence. You need to type the number in by hand. If you copy and paste it won't enter because it is underlined.



Go back to this page and put your temporary pin in the second box where the lock is.

Click the blue box 'Iniciar Session'



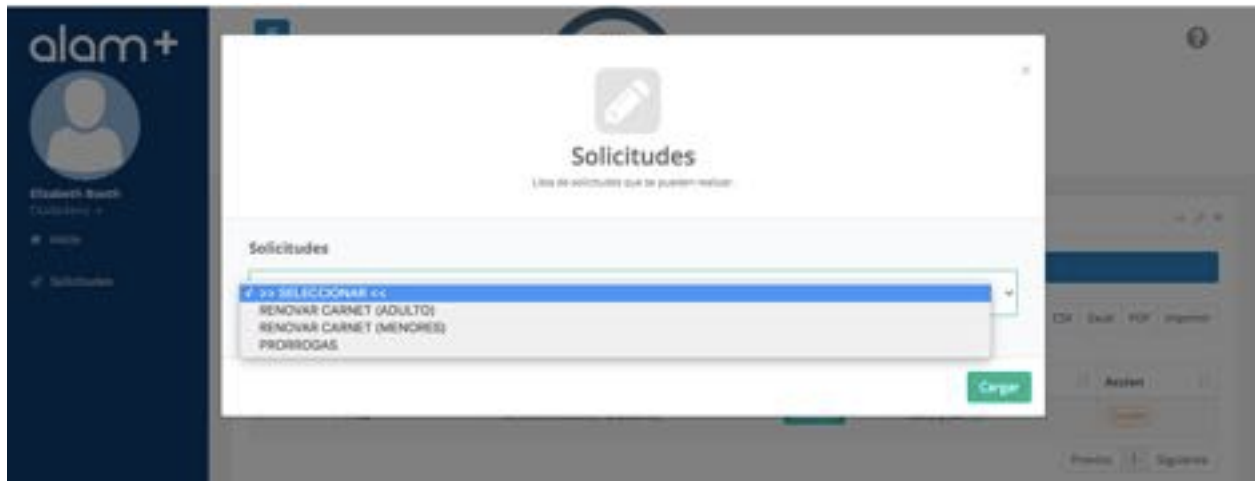
Create your permanent password. Type it in both the 3rd and 4th boxes where the locks are.

Click the blue box 'Iniciar Sesión'.

STEP TWO: CREATE YOUR APPLICATION



Click on "Solicitudes" in the left hand blue box. Then click on the blue bar across the top of the white part "Hacer Click aqui para Nueva Solicitud"



Click on the drop down arrow on the right. CLICK ON “Renovar Carnet (Adulto)” Then click on the green box in the bottom right corner ‘Cargar’.



Click on the right arrow for this dropdown menu. Select “Carnet Extranjero”.
Documento #: Enter the number of your current residency card.
Motivo: “Renovar Residencia” (Renew Residency)
Click the blue “Click aquí siguiente paso” box in the bottom left hand corner of the page.

Solicitud | RENOVAR CARNET (ADULTO)

Paso1: Datos de Solicitud

Paso2: Formulario

DATOS A FAVOR DE (ADULTO):

Nombre Completo ELIZABETH BOOTH

Fecha de Nacimiento Fecha Aquí

Lugar de Nacimiento Lugar Nacimiento Aquí

Sexo (F) (M)

Estado Civil

Nacionalidad >> SELECCIONAR <<

Tipo Documento >> SELECCIONAR <<

Documento # Documentos Aquí

Profesión Profesion Aquí

Ocupación Ocupacion Aquí

Dirección Exacta Ocupacion Aquí

Cancelar

Fill out the next page of information:

Nombre Completo: Complete Name.

Fecha de Nacimiento: Birth date

Lugar de Nacimiento: Place of Birth

Sexo: Gender

Estado Civil: Civil Status - Single- soltero/a Divorced – divorciado/a Married – casado/a

Nacionalidad – Nationality: Click on the arrow on the right for a drop down menu. the United States is way down the list, under Uruguay and kind of hidden

Tipo Documento – Type of Document: “Carnet Extranjero”

Documento # - Document #: Number of your current residency card

Profesion – Profession: Your profession. I put put retired
Ocupación – Opuación: Retired – jubilado/a or pensionado/a
Dirección Exacta – Exact Address (ignore the Ocupación Aquí in the answer box)
Click on the green box “Enviar”.



This box comes up “Request Successfully Sent”. Click on ok



It then goes back to this page where you will have been assigned a number and a case worker (official a cargo).

You will then get two emails. It seems pretty quick during the week, but I don't think they work on week-ends and it's not automatic.



Plataforma ALAM+ del INM.

Se le notifica que : Su solicitud No.1162 ya fue ASIGNADA al oficial de Migración Caessy Jazmin Pineda Aguilar , favor enviar la documentación requerida al correo caessy.pineda@inm.gob.hn para agilizar su solicitud.

Cuanto más rápido envié la documentación requerida, con mayor rapidez podemos atenderla. Cualquier duda o consulta puede hacerla al 22327800 call center, ext. 190 Extranjería.

First email: “your request No. XXX has been assigned to the Migration official name of official. Please send your required documentation to email to move the request forward. The more quickly you send your documentation, the more quickly we can take care of it. If you have any questions, call 22327800 Extension 190.

Le a enviado un mensaje Caessy Jazmin Pineda Aguilar
(caessy.pineda@inm.gob.hn)

Solicitud: # 1162

Estado: EN ESPERA

Observación: GOOD MORNING ELIZABETH, TO PROCEED FORWARD WITH YOUR APPLICATION WE'LL NEED YOU TO E-MAIL THE DOCUMENTATION THAT CREDITS YOUR RESIDENCY, YOU CAN SEE THE REQUIREMENTS IN THE FOLLOWING LINK: [HTTP://200.52.145.90:8443/APPALAMCLIENTE/LOGIN/SERVICIOS](http://200.52.145.90:8443/APPALAMCLIENTE/LOGIN/SERVICIOS) IF YOU HAVE ANY DOUBT FEEL FREE TO CONTACT US AT 2232-7800 OR EXTRANJERIA.COVID19@INM.GOB.HN *ALSO WE'D LIKE TO KNOW WHERE DID YOU PICK UP YOUR RESIDENCY CARD LAST TIME? IN ROATAN? PARA PROCEDER CON SU SOLICITUD DE RENOVACIÓN NECESITAMOS NOS ENVÍE VÍA E-MAIL LA DOCUMENTACIÓN QUE ACREDITE SU PERMISO ESPECIAL/RESIDENCIA. PUEDE VER LOS REQUISITOS EN EL SIGUIENTE ENLACE: [HTTP://200.52.145.90:8443/APPALAMCLIENTE/LOGIN/SERVICIOS](http://200.52.145.90:8443/APPALAMCLIENTE/LOGIN/SERVICIOS) SI TIENE DUDAS O CONSULTAS PUEDE CONTACTARNOS A NUESTRO CALL CENTER AL 2232-7800 O AL EMAIL EXTRANJERIA.COVID19@INM.GOB.HN Y GUSTOSAMENTE ATENDEREMOS SUS DUDAS. *LA ULTIMA RENOVACION DE CARNÉ FUE REALIZADA EN ROATAN?. Su solicitud expira en 5 días.

Second email: You will then get a more detailed email. NOTE: AT THE BOTTOM OF THE PAGE IT SAYS SU SOLICITUDE EXPIRA EN __ DIAS. “Your request will lapse in ___ days.” Mine was five, another was three, someone else got ten.

You will ultimately need to email the Visa Application Fee Receipt (TGR) and a copy of both sides of your residency card back to your case manager.

When you pick up the card, you will also need the Bank document showing you have been depositing funds each month so be sure and get that when you go pay your visa fee.

To get your Visa application fee (TGR) receipt to take to the bank to pay, go to <https://tgr1.sefin.gob.hn/tgr1/tgr>

The screenshot shows a web form titled "Generación de Recibo TGR-1". The form has several input fields and dropdown menus. The "Tipo identificación" field is set to "Otro". The "Número de identificación" field is redacted with a black box. The "Nombre o razón social" field contains "ELIZABETH BOOTH - RENO DE CARNET EEUU". The "Institución" dropdown is set to "45 - Instituto Nacional de Migración". The "Rubro" dropdown is set to "12211 - Permisos y Renovaciones Migratorias", and the "Monto" field next to it shows "400.00" with a plus sign. A "Generar" button is located in the top right corner of the form area.

Fill out the form:

Tipo Identificación – Type of Identification: Click on the top dropdown arrow and select “Otro”

Número de Identificación – Identification Number: Type in your current residency number (where I have blacked out)

Nombre o razón social – Name or social reason: Type your name, space then ‘Reno de Carnet’ space and then country of origin

Institución – Institution: Click the space and then click on 45 from the drop down menu – “Instituto Nacional de Migración”

Rubro – Item: Click on the space and then click 12211 from the dropdown menu – “Permisos y Renovaciones Migratoria”

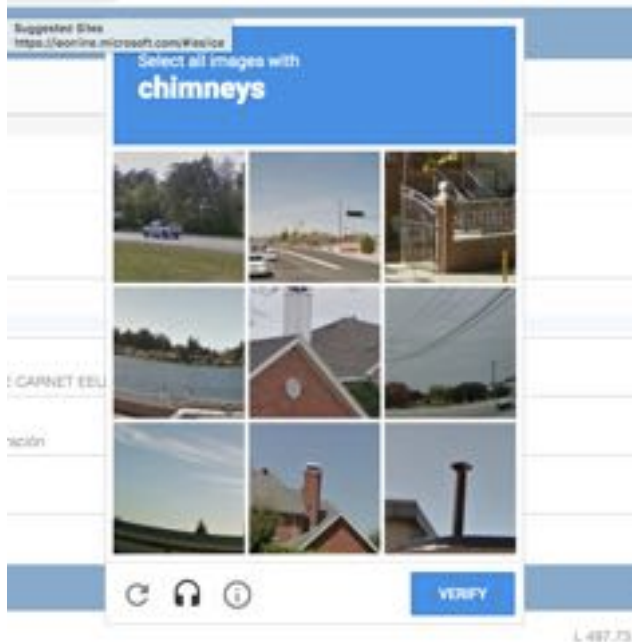
Monto - Amount: \$20.00 in Lempiras I used the Ficohsa web page to get my exchange rate.

<https://www.ficohsa.com/hn/honduras/tipo-cambio/>

Then click on the plus beside that number.

A bar will pop up at the bottom with the summary information.

Click on Generar at the top right of the page.



Click on the chimneys or light posts or whatever and then verify

Recibo de Pagos de Ingresos Corrientes.

REPUBLICA DE HONDURAS
INM - INSTITUTO NACIONAL DE MIGRACION

T.G.R.1
TESORERIA GENERAL DE LA REPUBLICA

RECIBO DE PAGO
INGRESOS CORRIENTES

RTN O N° DE IDENTIDAD
████████████████████

N° DE RECIBO
TGR-007417847

RAZÓN O DENOMINACIÓN SOCIAL COMPLETA SI ES SOCIEDAD O APELLIDOS Y NOMBRES SI ES PERSONA NATURAL
ELIZABETH BOOTH - RENO DE CARNET EEUU

CÓDIGO	TOTAL
12211 - 000 12211 - Permisos y Renovaciones Migratorias	L. 499.20
TOTAL A PAGAR: CUATROCIENTOS NOVENTA Y NUEVE 29/100.	L. 499.20

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Your receipts will come up on the next screen. There are four of them - one for you, one for immigration, one for the bank and one for the national treasury.

Either print it directly by clicking on the printer at the top of the page or or download it by clicking on the downward arrow next to the blue box. Click on Acrobat pdf.

PRINT THESE OR DOWNLOAD and SAVE THEM NOW. YOU WILL NOT BE ABLE TO ACCESS THIS PAGE AGAIN AND WILL HAVE TO SUBMIT A NEW APPLICATION.

Take the one for the bank with you to pay the fee. BE SURE AND ALSO GET YOUR DOCUMENT SHOWING YOU HAVE DEPOSITED FUNDS MONTHLY

STEP THREE: SUBMIT YOUR DOCUMENTS

Send the documentation to your case worker.

You should then receive an email saying “aprobado”

When immigration opens take your letter showing you’ve been making your monthly payments to the office and (hopefully) you will get your id!

