

## TABLE OF CONTENTS

UNIT 1	OVERVIEW OF IMMIGRATION AND THE LAW	PAGE
§ 1.1	A Nation with Borders.....	1-1
§ 1.2	Who is a Citizen? Who is an Alien?.....	1-3
§ 1.3	The Grounds of Inadmissibility.....	1-4
§ 1.4	What can Happen to an Alien who is Inadmissible?.....	1-5
§ 1.5	The Grounds of Deportability.....	1-6
§ 1.6	What can Happen to an Alien who is Deportable?.....	1-8
§ 1.7	Removal Proceedings – Admissibility, Deportability, the Burden of Proof, and “Expedited Removal”.....	1-8
§ 1.8	What is a Lawful Permanent Resident?.....	1-11
§ 1.9	An Alien who is Inadmissible may not be Able to Immigrate; Waivers of Inadmissibility.....	1-12
§ 1.10	Immigration through a Family Visa Petition INA §§ 203, 204.....	1-12
§ 1.11	Registry -- INA § 249.....	1-13
§ 1.12	Asylum -- INA § 208.....	1-13
§ 1.13	Refugee Status -- INA § 207.....	1-13
§ 1.14	Amnesty: The Legalization and SAW Programs INA §§ 245A, 210.....	1-14
§ 1.15	Cancellation of Removal -- INA § 240A.....	1-14
§ 1.16	Immigration Status.....	1-15
§ 1.17	Applicants for Lawful Status.....	1-17
§ 1.18	Undocumented Immigrants.....	1-18
§ 1.19	What is DHS?.....	1-18
§ 1.20	The Structure of the DHS Immigration Branches.....	1-20
§ 1.21	CIS, ICE & CBP Offices and the Saga of the “A File”.....	1-21
§ 1.22	How does a District Office Work?.....	1-22
§ 1.23	Immigration Court and the BIA: The Executive Office for Immigration Review.....	1-24
§ 1.24	The INA.....	1-25
§ 1.25	The DHS Regulations.....	1-25
Appendix	1-A Answers to Exercises	
Appendix	1-B Note-Taking Guide	
Appendix	1-C Student Work-Sheet for Role-Plays #1 and #2	
Appendix	1-D List of Non-Immigrant Visas	
Appendix	1-E Chart, Structure of the DHS & District Director	

**UNIT 2 THE ADVOCATE/CLIENT PARTNERSHIP;  
INTERVIEWING SKILLS**

§ 2.1	The Advocate/Client Partnership: What's in it for us? .....	2-1
§ 2.2	Creating a Partnership with our Clients .....	2-2
§ 2.3	Responsibility for Notice of Changes of Address.....	2-5
§ 2.4	The Interview Setting.....	2-6
§ 2.5	The Interview .....	2-7
Appendix	2-A Annotated Client Interview Checklist	
Appendix	2-B Sample Client Intake Form	

**UNIT 3 GROUNDS OF INADMISSIBILITY AND DEPORTABILITY**

§ 3.1	Overview of Admissibility, Deportability, Admission and Removal .....	3-1
§ 3.2	Health-Related Grounds: Communicable Diseases, Required Vaccinations Dangerous Disorders and Addiction and Abuse	3-7
§ 3.3	Alien Smuggling -- Ground of Inadmissibility and Deportability .....	3-10
§ 3.4	Visa Fraud.....	3-13
§ 3.5	Document Fraud -- Ground of Inadmissibility and Deportability .....	3-13
§ 3.6	False Claim to U.S. Citizenship.....	3-16
§ 3.7	Likely to Become a Public Charge .....	3-17
§ 3.8	Miscellaneous Grounds: Terrorists, Draft Dodgers, Unlawful Voters, Stowaways, Child Abductors, Pornographers .....	3-35
§ 3.9	Entry, Admission, and Effective Dates.....	3-39
§ 3.10	Unlawfully Present in the United States Without Being Admitted or Paroled .....	3-39
§ 3.11	Three and Ten Year Bars for Those Unlawfully Present Who Depart and then Apply for Admission and the Family Waiver ....	3-40
§ 3.12	Permanent Bar to Persons Who Were Unlawfully Present for More Than One Year or Were Ordered Removed, and Who Enter or Attempt to Enter Without Being Admitted .....	3-45
§ 3.13	Failure To Attend Removal Proceedings.....	3-47
§ 3.14	Past Removal or Deportation/Exclusion.....	3-48
§ 3.15	Outline of the IIRIRA Grounds, Practice Questions, Analysis .....	3-51
§ 3.16	Grounds of Deportability (Except Those Related to Crimes).....	3-53
§ 3.17	Clients with Criminal Records.....	3-57
§ 3.18	What is a Criminal Conviction?.....	3-59
§ 3.19	What Evidence Can the INS Submit to Show a Conviction? .....	3-61
§ 3.20	Inadmissibility and Deportability Based on Drug Offenses .....	3-62
§ 3.21	Crimes Involving Moral Turpitude.....	3-65
§ 3.22	The Ground of Inadmissibility, Petty Offense and Youth Exceptions, Definition of Sentence Imposed, and Formal Admissions .....	3-66



Appendix	4-D	Visa Bulletin: Immigrant Numbers for 9-04
Appendix	4-E	Countries That Qualify for Diversity Visas
Appendix	4-F	Note-Taking Guide
Appendix	4-G	Family Visas (English & Spanish)
Appendix	4-H	Steps to Obtaining Family Visas
Appendix	4-I	Visa Case Procedure Chart
Appendix	4-J	Unit 4 Exercises

## UNIT 5

### FAMILY VISA -- SESSION 2

#### Submitting the Petition; Marriage Issues; VAWA

§ 5.1	Completing Government Forms .....	5-1
§ 5.2	Completing the Visa Petition, Form I-130.....	5-3
§ 5.3	The G-325A and Photograph: Required in a Petition for a Husband or Wife.....	5-8
§ 5.4	Documenting the Visa Petition .....	5-9
§ 5.5	What Documents are Needed to Prove Family Relationship?.....	5-10
§ 5.6	Obtaining Documents in the United States to Show Family Relationship .....	5-11
§ 5.7	Obtaining Documents from Other Countries .....	5-12
§ 5.8	Making Proper Copies of Documents.....	5-13
§ 5.9	Making Certified Translations of Documents.....	5-14
§ 5.10	Documenting the Immigration Status of the Petitioner .....	5-14
§ 5.11	Filing the I-130 Packet.....	5-15
§ 5.12	INS Challenges to a Marriage.....	5-16
§ 5.13	The Legal Standard for a Marriage.....	5-17
§ 5.14	Documentation to Show That a Marriage Is Bona Fide .....	5-18
§ 5.15	What Will Happen at the Marriage Fraud Interview? .....	5-19
§ 5.16	Preparing your Client: Self-Defense Techniques for CIS Interviews....	5-20
§ 5.17	Special Rules That Affect Spousal Visa Petitions .....	5-22
§ 5.18	"Self-Petitioning" of Abused Spouses and Children Under the 1994 Violence Against Women Act ("VAWA") .....	5-24
§ 5.19	Requirements for a VAWA Self-petition for an Abused Child.....	5-33
§ 5.20	Procedures for Self-Petitioning Under VAWA .....	5-36
Appendix	5-A	Petition for Alien Relative
Appendix	5-B	Solicitud Por Pariente Extranjero
Appendix	5-C	Biographic Information
Appendix	5-D	Color Photograph Specifications
Appendix	5-E	I-94 Card and Passport Bearing B-2 Tourist Visa
Appendix	5-F	Assignment from Exercise 5.2
Appendix	5-G	Visas Familiares
Appendix	5-H	<i>Left intentionally blank</i>
Appendix	5-I	Note-Taking Guide
Appendix	5-J	VAWA Exercise: <i>Sandra's Story</i>

Appendix	5-K	Role Play: <i>Preparing Clients for Marriage Fraud Interview</i>
Appendix	5-L	Role Play: <i>Lisa &amp; Joe at the CIS</i>
Appendix	5-M	How to Get Permanent Residence if your Spouse Abuses You/Como Solicitar la Residencia Permanente si su Esposo la Maltrata
Appendix	5-N	Helping Battered Immigrant Women: Tips for Domestic Violence Shelter Workers
Appendix	5-O	CIWC Charts: Major Benefit Programs Available to Immigrants in California

**UNIT 6**

**FAMILY VISA -- SESSION THREE  
Consular Processing and Waivers of Inadmissibility and Deportability**

§ 6.1	Overview and Definition of Terms.....	6-1
§ 6.2	And Now Introducing-: U.S. Consulates and the Department of State ..	6-3
§ 6.3	How the INS and U.S. Consulate Offices Divide Responsibility in Visa Cases.....	6-4
§ 6.4	The Petitioner Packet and the Instruction Packet .....	6-5
§ 6.5	Obtaining Documents According to NVC Instructions and the FAM .....	6-8
§ 6.6	<i>Editor Note: this section eliminated in 2003 edition</i>	
§ 6.7	Completing the Appointment Packet for Immigrant Visa Applicants.....	6-9
§ 6.8	What Will Happen at the Interview? .....	6-10
§ 6.9	What to do if Your Alien Registration Card Fails to Arrive.....	6-12
§ 6.10	Waivers of Grounds of Inadmissibility.....	6-13
§ 6.11	What is a Waiver?.....	6-14
§ 6.12	What is Discretion?.....	6-14
§ 6.13	How to Find the Waivers in the Act .....	6-16
§ 6.14	Waiver of Inadmissibility and Deportability for Visa Fraud and Waiver of Deportability for Persons Inadmissible at Admission .....	6-16
§ 6.15	Waiver for Certain Crimes Under INA § 212(h).....	6-18
§ 6.16	Waiver of Inadmissibility/Exemption for Alien Smuggling.....	6-19
§ 6.17	Document Fraud Waiver of Inadmissibility and Deportability .....	6-22
§ 6.18	Waiver for Communicable Disease, Lack of Vaccinations, or Dangerous Mental Disorders Under INA § 212(g).....	6-24
§ 6.19	Waivers for Unlawful Presence, Past Removal, and Other Related Immigration Offenses .....	6-26
§ 6.20	"Cancellation of Removal" for Lawful Permanent Residents with Seven Years' Residence .....	6-29
§ 6.21	Procedure for Applying for a Waiver .....	6-31
§ 6.22	How do You Establish Extreme Hardship.....	6-32
Appendix	6-A	Answers to Exercises
Appendix	6-B	Fam: Documents (MEXICO)



Appendix	7-A	Answers to Exercise Questions
Appendix	7-B	Sample Letter to Clients Regarding Conditional Residency
Appendix	7-C	Sample Letter to Clients Regarding Conditional Residency (Spanish Translation)
Appendix	7-D	Form I-751, Petition to Remove the Condition on Residence
Appendix	7-E	<i>Left intentionally blank</i>
Appendix	7-F	Unit 7 Note-Taking Guide / Eligibility for Adjustment
Appendix	7-G	§ 245 Adjustment of Status of Nonimmigrant to That of Person Admitted for Permanent Residence
Appendix	7-H	Homework Assignment – Form I-485
Appendix	7-I	Adjustment of Status under Section 245(i) of the INA
Appendix	7-J	Problems on § 245(i) Eligibility
Appendix	7-K	Comparison of Adjustment Provisions

## UNIT 8

### LEGAL RESEARCH, WRITING, AND APPEALS FOR IMMIGRATION PRACTICE - SESSION ONE

§ 8.1	What is Legal Authority.....	8-1
§ 8.2	Distinguishing Primary Law Sources from Secondary Research Sources .....	8-2
§ 8.3	Hierarchy in Legal Authority .....	8-2
§ 8.4	Sources of Legal Authority -- The Constitution .....	8-3
§ 8.5	Sources of Legal Authority -- Statutes (The Immigration & Nationality Act).....	8-3
§ 8.6	Sources of Legal Authority - Regulations .....	8-4
§ 8.7	Sources of Legal Authority - Internal Operating Instructions .....	8-4
§ 8.8	Sources of Legal Authority - Cases .....	8-5
§ 8.9	The Courts System.....	8-5
§ 8.10	Overview of Administrative and Judicial Review .....	8-6
§ 8.11	Administrative Appeals of Immigration Cases.....	8-7
§ 8.12	Appeals of Immigration Cases in Federal Judicial Courts.....	8-8
§ 8.13	Lawsuits Against the Government in Federal Judicial Courts.....	8-9
§ 8.14	Understanding the Code - The Case Citation System.....	8-10
§ 8.15	Guide to Citations in Administrative Decisions .....	8-11
§ 8.16	Guide to Citations in Judicial Decisions.....	8-12
Appendix	8-A	The Thirteen Federal Judicial Circuits
Appendix	8-B	Route of Appeal of a Typical Deportation of Removal Case
Appendix	8-C	Hierarchy of Courts' Authority ("Who Can Overrule Whom?")
Appendix	8-D	For Writing Exercise Unit 8, Part 5
Appendix	8-E	§ 1184. Admission of Nonimmigrants
Appendix	8-F	Operations Instructions (Visitors)
Appendix	8-G	Paragraphs for Writing Discussion



**UNIT 10 THE REMOVAL PROCESS**

§ 10.1 Overview and Definition of Terms ..... 10-2

§ 10.2 Deportability, Inadmissibility, Voluntary Departure,  
Types of Removal Proceedings ..... 10-5

§ 10.3 Arrests, Issuance of the Notice to Appear and Order  
To Show Cause ..... 10-7

§ 10.4 Right to Counsel at Hearings; Penalties for Failure to Go to the  
Hearing or Failing to Obey Voluntary Departure or  
Removal Orders ..... 10-9

§ 10.5 The Master Calendar Hearing:  
Responding to the Charges in the Notice to Appear ..... 10-16

§ 10.6 Responding to the Notice to Appear:  
Asking for Relief from Removal ..... 10-19

§ 10.7 The Master Calendar Hearing:  
What Does It Sound Like? ..... 10-20

§ 10.8 After a Final Removal Order: Surrender and Removal ..... 10-21

§ 10.9 Persons who Return Illegally After Having Been Earlier  
Removed -- New “Reinstatement of Removal” ..... 10-22

§ 10.10 Detention, Bonds, and Procedure ..... 10-25

§ 10.11 Bond Equities ..... 10-33

§ 10.12 Community and Family Ties ..... 10-34

§ 10.13 Eligibility for Immigration Relief ..... 10-34

§ 10.14 Character of Client ..... 10-35

§ 10.15 Portraying Your Client Positively ..... 10-35

§ 10.16 Preparing for the Bond Redetermination Hearing ..... 10-36

§ 10.17 Posting the Bond ..... 10-37

§ 10.18 Expedited Removal Proceedings INA § 235 ..... 10-38

Appendix 10-A Order to Show Cause and Notice to Appear

Appendix 10-B Custody Hearing Checklist

Appendix 10-C Practitioner Advisory: New Deportation Procedures

Appendix 10-D New Deportation Procedures: *Don't Be Deported Unfairly*

Appendix 10-E News Release: ICE's Alternative to Detention

**UNIT 11 INTRODUCTION TO CANCELLATION OF REMOVAL UNDER  
INA § 240A(b), (FORMER SUSPENSION OF DEPORTATION)  
AND INTRODUCTION TO EVIDENCE FOR IMMIGRATION  
CASES**

§ 11.1 Overview of the Law ..... 11-1

§ 11.2 Overview of Requirements and Procedure for  
Cancellation of Removal Under § 240A(b) ..... 11-3

§ 11.3 Continuous Physical Presence ..... 11-5

§ 11.4	Documenting Continuous Physical Presence.....	11-8
§ 11.5	Good Moral Character and Criminal Bars .....	11-8
§ 11.6	Introduction to Exceptional and Extremely Unusual Hardship .....	11-14
§ 11.7	Family Separation .....	11-18
§ 11.8	Hardship to the Applicant's Children.....	11-19
§ 11.9	Community Ties.....	11-21
§ 11.10	Medical Conditions.....	11-22
§ 11.11	Conditions in the Country of Deportability .....	11-23
§ 11.12	Working with a Client and Her Family to Determine Hardship.....	11-24
§ 11.13	Putting it all Together .....	11-24
§ 11.14	Discretion in Cancellation of Removal Cases .....	11-25
§ 11.15	Overview of the Law (VAWA) .....	11-26
§ 11.16	Definitions of Battery and Extreme Cruelty under VAWA Cancellation of Removal .....	11-27
§ 11.17	The Abuser's Legal Status and Family Relationship under VAWA Cancellation.....	11-28
§ 11.18	Continuous Physical Presence under VAWA Cancellation.....	11-29
§ 11.19	Good Moral Character under VAWA Cancellation of Removal.....	11-29
§ 11.20	Extreme Hardship under VAWA Cancellation of Removal.....	11-30
§ 11.21	Children under VAWA Cancellation.....	11-31
§ 11.22	VAWA Cancellation Compared with VAWA Self-Petitioning .....	11-32
§ 11.23	Motions to Reopen.....	11-33
§ 11.24	What is Suspension of Deportation and Who Can Qualify?.....	11-34
§ 11.25	Continuous Physical Presence in Suspension Cases.....	11-36
§ 11.26	Good Moral Character for Suspension of Deportation.....	11-37
§ 11.27	Extreme Hardship for Suspension of Deportation.....	11-37
§ 11.28	What is Evidence?.....	11-38
§ 11.29	Relevant and Irrelevant Evidence .....	11-38
§ 11.30	Analyzing the Strength of Evidence .....	11-39
§ 11.31	How to Use Evidence.....	11-41
§ 11.32	Summary of Procedure .....	11-41
§ 11.33	Suspension of Deportation Benefits Under NACARA - An Overview.....	11-42
§ 11.34	Homework Assignment .....	11-43
Appendix	11-A Answers to Exercises	
Appendix	11-B Cancellation of Removal Application Checklists	
Appendix	11-C Section 240A, 8 USC 1229b	
Appendix	11-D Document Checklist	
Appendix	11-E INA Section 101(f), Good Moral Character	
Appendix	11-F Immigration Case Analysis Chart	
Appendix	11-G Application for Cancellation of Removal and Adjustment of Status for Certain Non-permanent Residents Form EOIR-42B (blank)	
Appendix	11-H Sample EOIR-42-B	
Appendix	11-I NACARA for Guatemalans, Salvadorans and Former Soviet Bloc Nationals	



§ 13.20	Tips for Giving Professional Service and Avoiding Professional Discipline .....	13-23
§ 13.21	Other Legal Actions By Disgruntled Clients .....	13-24
§ 13.22	Introduction to BIA Accreditation .....	13-24
§ 13.23	How to Apply for Recognition of your Agency .....	13-25
§ 13.24	How to Apply to Become an Accredited Representative .....	13-28
§ 13.25	Limits of Recognition .....	13-28
Appendix	13-A Answers to Exercises	
Appendix	13-B DHS Regulations Part 292 - Representation and Appearances	
Appendix	13-C EOIR-28: Notice of Entry of Appearance as Attorney or Representative (Sample)	
Appendix	13-D EOIR-28: Notice of Entry of Appearance as Attorney or Representative (Form)	
Appendix	13-E G-28: Notice of Entry of Appearance as Attorney or Representative	
Appendix	13-F G-27 (formerly EOIR-31): Request for Recognition as a Nonprofit Religious, Charitable, Social Service, or Similar Organization Established in the US under 8 CFR 292.2	
Appendix	13-G Business & Professional Code	
Appendix	13-H EOIR-27: Notice of Entry of Appearance as Attorney or Representative	
Appendix	13-I Draft Model Code of Professional Responsibility for Accredited Representatives	
Appendix	13-J EOIR-44: Immigration Practitioner Complaint Form	
Appendix	13-K Notice of Appeal to the Board of Immigration Appeals of Decision of Adjudicating Official in Practitioner Disciplinary Case	
Appendix	13-L Sample Recognition and Accreditation Application	
Appendix	13-M New BIA Accreditation Publication (Order Form)	

**UNIT 14 ASYLUM - REQUIREMENTS FOR ELIGIBILITY AND APPLICATION PROCEDURE**

§ 14.1	Overview of Asylum Law .....	14-2
§ 14.2	The Statute: Legal Requirements for Eligibility for Asylum.....	14-2
§ 14.3	Other Sources of the Law on Asylum: The Regulations, the U.N. Handbook, and BIA and Court of Appeals Decisions .....	14-4
§ 14.4	Well-founded Fear of Persecution .....	14-5
§ 14.5	Past Persecution .....	14-7
§ 14.6	What is Persecution?.....	14-8
§ 14.7	Persecutors -- Government and Non-Governmental Forces .....	14-10
§ 14.8	Connecting Persecution to the "Enumerated Grounds" .....	14-11
§ 14.9	Political Opinion .....	14-13
§ 14.10	Imputed Political Opinion.....	14-15
§ 14.11	Social Group .....	14-18
§ 14.12	Nationality.....	14-23
§ 14.13	Race.....	14-24
§ 14.14	Religion.....	14-25

§ 14.15	Refusal to Serve in Military .....	14-25
§ 14.16	Bars to Asylum: Discretion.....	14-27
§ 14.17	Affirmative Applications Before the CIS (formerly INS) .....	14-27
§ 14.18	Political Asylum in Removal Proceedings .....	14-30
§ 14.19	Effective Dates of Changes Enacted by IIRIRA.....	14-30
§ 14.20	"Should I Apply for Asylum?" Analysis of Risks and Benefits .....	14-31
§ 14.21	Temporary Protected Status and the <u>ABC</u> Case .....	14-31
Appendix	14-A Answers to Exercises	
Appendix	14-B Temporary Protected Status and Delayed Enforced Departure	
Appendix	14-C An Overview of the <u>ABC</u> Case	
Appendix	14-D Comparison of Asylum and Restriction on Removal	
Appendix	14-E Enumerated Grounds for Asylum	
Appendix	14-F Procedure After Grant of Asylum (by Either INS or IJ)	
Appendix	14-G Enumerated Grounds for Asylum	
Appendix	14-H INS Asylum Offices and Their Jurisdictions	

**UNIT 15 ASYLUM AND RESTRICTION ON REMOVAL; STATUTORY BARS TO ASYLUM AND RESTRICTION ON REMOVAL; PREPARING A DECLARATION**

§ 15.1	Comparing Asylum and Restriction on Removal .....	15-1
§ 15.2	Differences in the Legal Standard.....	15-2
§ 15.3	Past Persecution Does Not Meet Standard for Restriction on Removal.....	15-3
§ 15.4	Narrower Definition of Persecution for Restriction on Removal .....	15-4
§ 15.5	Bars to Both Asylum and Restriction on Removal.....	15-4
§ 15.6	Statutory Bars to Asylum Which Do Not Apply to Restrictions on Removal .....	15-7
§ 15.7	Discretion.....	15-11
§ 15.8	Discretion -- Criminal Grounds .....	15-12
§ 15.9	Discretion -- Fraudulent Documents.....	15-12
§ 15.10	Discretion -- Past Persecution.....	15-12
§ 15.11	Differences in Benefits .....	15-13
§ 15.12	Asylum Benefits: Permanent Residency.....	15-13
§ 15.13	Asylum Benefits: Applying for Child or Spouse.....	15-14
§ 15.14	Asylum Benefits: Right to Travel .....	15-15
§ 15.15	Overview of Declarations .....	15-15
§ 15.16	Organization of an Asylum Declaration .....	15-16
§ 15.17	Use of Details in Declarations .....	15-16
§ 15.18	Working Together with Your Client to Write the Declaration .....	15-16
§ 15.19	Interviewing the Applicant (The Circle Method) .....	15-18
§ 15.20	Homework Assignment: Drafting a Declaration .....	15-19



§ 16.35	Clients Who Wish to Apply for Asylum or Any Other Relief May Only Apply for the Second Type of Voluntary Departure .....	16-30
§ 16.36	Stays of Deportation/Removal .....	16-31
§ 16.37	Deferred Action for Sympathetic Cases .....	16-32
§ 16.38	Private Bills Passed by Congress .....	16-33
Appendix	16-A Sample Affidavit in Support of Registry Case	
Appendix	16-B Family Unity Class Action Case	
Appendix	16-C Homework Assignment – The Case of Alliya Washington	
Appendix	16-D Answer and Work Sheet for Exercise on Remedies	
Appendix	16-E § 249 INA & § 101-A-19 INA	
Appendix	16-F Registry Application Checklist	
Appendix	16-G Comparison of Cancellation for LPR's, non-LPR's and Registry	

## UNIT 17

## NATURALIZATION

§ 17.1	What Is Naturalization? .....	17-1
§ 17.2	Advantages and Disadvantages of the Naturalization Process .....	17-1
§ 17.3	The Nine Requirements .....	17-3
§ 17.4	Lawful Permanent Resident Status (INA § 318) .....	17-3
§ 17.5	Age (INA § 334(b)) .....	17-4
§ 17.6	Residence (INA § 316) .....	17-6
§ 17.6-a	Abandonment of Residence - Losing One's Status as a LPR .....	17-14
§ 17.6-b	Special Exception: Nationals of the United States .....	17-16
§ 17.6-c	Special Exception: People serving in the U.S. Armed Services .....	17-16
§ 17.7	Good Moral Character (INA § 316(a)(3)) .....	17-17
§ 17.8	Temporary Bars to Naturalization .....	17-22
§ 17.9	Permanent Ineligibility for Naturalization .....	17-23
§ 17.10	English Language (INA § 312(a)(1)).....	17-24
§ 17.11	U.S. History and Government (INA § 312(a)(2)).....	17-27
§ 17.12	Belief in the Principles of the U.S. and the Oath of Allegiance (INA § 316(a)(3)).....	17-28
§ 17.13	Step One - The Application .....	17-31
§ 17.14	Step Two - The Interview and Naturalization Application.....	17-32
§ 17.15	Step Three - The Final Hearing and the Oath of Allegiance .....	17-33
§ 17.16	Contested Naturalization Proceedings .....	17-33
§ 17.17	Introduction to Acquisition of Citizenship (INA §§ 301 and 309).....	17-33
§ 17.18	Who Can Acquire Citizenship at Birth Outside of the U.S.?.....	17-34
§ 17.19	Children Born Outside of the U.S.....	17-34
§ 17.20	Documenting a Claim of Acquisition of Citizenship.....	17-38
§ 17.21	Acquisition of Citizenship Exercises .....	17-39
§ 17.22	Derivation of Citizenship (INA § 320) .....	17-39
§ 17.23	Who Can Derive Citizenship .....	17-39
§ 17.24	Using the Chart to Determine Derivative Status.....	17-40
§ 17.25	Documenting a Claim of Derivative Citizenship.....	17-42
§ 17.26	Introduction to Loss of Citizenship.....	17-42
§ 17.27	Expatriation (INA § 349) .....	17-43
§ 17.28	Denaturalization (INA § 340) .....	17-44

§ 17.29	Illegal Procurement of Naturalization.....	17-44
§ 17.30	Homework Assignment .....	17-46
Appendix	17-A Answers to Exercises	
Appendix	17-B Acquisition and Derivation of Citizenship Charts	
Appendix	17-C Advantages and Disadvantages of Naturalization Example	
Appendix	17-D Homework Assignment - Naturalization Cases	
Appendix	17-E Practice Exercises on Acquisition of Citizenship	
Appendix	17-F Small Group Exercises on Acquisition of Citizenship	
Appendix	17-G 25 Naturalization Questions	
Appendix	17-H INS Regulations §§ 8 CFR 316.5(b). 319.1	
Appendix	17-I 100 Typical Questions	
Appendix	17-J Red Flag Problem Situations	

**UNIT 18 IDENTIFYING IMMIGRATION SOLUTIONS AND CASE MANAGEMENT SYSTEMS**

§ 18.1	Introduction.....	18-1
§ 18.2	A Systematic Approach to Identifying Solutions .....	18-2
§ 18.3	Long-Term Option Sheet .....	18-3
§ 18.4	Incorporation Into the Case File .....	18-5
§ 18.5	Two-Part Approach.....	18-5
§ 18.6	Preparation for Exercises in Class .....	18-7
§ 18.7	Introduction to Case Management .....	18-8
§ 18.8	Overview of a Case Management System .....	18-9
§ 18.9	Opening and Organizing Case Files .....	18-11
§ 18.10	Pending (or Tickler) System .....	18-11
§ 18.11	Setting Up the Pending System.....	18-12
§ 18.12	Operation of Pending System .....	18-13
§ 18.13	Work Flow System .....	18-14
§ 18.14	Office Procedures Manual .....	18-15
§ 18.15	Quality Control and Supervision .....	18-15
§ 18.16	Conclusion .....	18-16
Appendix	18-A Answers to Exercise § 18.1	
Appendix	18-B Long Term Option worksheet (blank)	
Appendix	18-C Long-Term Option Sheet for Gloria	
Appendix	18-D Long-Term Option Sheet for Carlos Cliente	
Appendix	18-E Long-Term Option Sheet for Maria & Juan Lopez	
Appendix	18-F Contract for Legal Representation	
Appendix	18-G Cancellation of Removal Checklist	
Appendix	18-H Income Screening Portion of Client Intake Interview	
Appendix	18-I Lawdex Index Card for Pending System	
Appendix	18-J Case Activity Sheet	
Appendix	18-K Developing a Case Management System (excerpts)	
Appendix	18-L “Monopoly” Chart of Delaying Forced Removal	

Appendix	18-M	Additional Long-Term Option Sheet from Exercises
Appendix	18-N	Guide to Abbreviations in the Long-Term Option Sheet

**UNIT 19                    CONSTITUTIONAL & STATUTORY RIGHTS OF IMMIGRANTS**

§ 19.1	Overview of the Unit .....	19-1
§ 19.2	Overview of Constitutional Rights .....	19-2
§ 19.3	Rights in DHS Questioning, Detention, Searches and Arrests .....	19-4
§ 19.4	Questioning and Types of "Stops" of Immigrants .....	19-6
§ 19.5	The Right to Remain Silent.....	19-11
§ 19.6	Searches .....	19-12
§ 19.7	Rights in Public Places.....	19-13
§ 19.8	Rights in the Home and Other Private Places.....	19-13
§ 19.9	Work Place Raids.....	19-14
§ 19.10	Rights in Automobiles .....	19-15
§ 19.11	Rights at the Border .....	19-16
§ 19.12	Rights Upon Being Arrested by DHS and while in DHS Detention ...	19-17
§ 19.13	Right to Legal Representation .....	19-23
§ 19.14	Rights Regarding Immigration Detainers and Holds and those in Criminal Custody .....	19-24
§ 19.15	Rights of Juveniles.....	19-25
§ 19.16	The "Equal Protection" Rights of Immigrants .....	19-26
§ 19.17	Right Not to be Discriminated Against in Employment.....	19-26
§ 19.18	Rights Around Worker Exploitation.....	19-27
§ 19.19	Right to Public Education .....	19-27
§ 19.20	Violations of Rights: An Overview .....	19-28
§ 19.21	Administrative Complaints .....	19-29
§ 19.22	Lawsuits Against the DHS.....	19-33
§ 19.23	Raising Violations of Rights in Removal Hearings -- Motions to Suppress.....	19-34
§ 19.24	Organizing a Community Response to Rights Abuses .....	19-35
§ 19.25	Legal Support When Rights Have Been Violated .....	19-35
Appendix	19-A	Assignments, Outlines, and Materials for a "Know-Your-Rights" Community Workshop
Appendix	19-B	Relevant Constitutional Amendments
Appendix	19-C	“Know Your Rights” pamphlets (English, Arabic, Spanish)
Appendix	19-D	Homework Assignment - Administrative Complaints
Appendix	19-E	Order Form: Detention Standards Implementation Initiative

**UNIT 20                    NEGOTIATION SKILLS AND BUILDING COMMUNITY SUPPORT**

§ 20.1	What is Negotiation?.....	20-1
§ 20.2	Clients as Negotiators .....	20-2

§ 20.3	Negotiating: Practical Tips .....	20-3
§ 20.4	Negotiation Strategies .....	20-5
§ 20.5	Introduction to Building Community Support.....	20-9
§ 20.6	Obtaining Letters and Testimony.....	20-9
§ 20.7	Organizing Campaigns in the Immigrant Community.....	20-10
§ 20.8	Encouraging Clients to be Advocates .....	20-11
§ 20.9	Helping Immigrants Form Immigrant-Based Committees .....	20-12
§ 20.10	Committee Activities .....	20-14
§ 20.11	Media Coverage .....	20-17
§ 20.12	Effectiveness of the Public Campaign on Family Unity.....	20-17
§ 20.13	Public Campaign on Income Requirement for Affidavits of Support: The Ana Rivera Case .....	20-18
Appendix	20-A Negotiation Letter Providing Evidence of INS Delay	
Appendix	20-B Petition Campaign to Stop Deportation of Children	
Appendix	20-C Exercises and Roleplays	
Appendix	20-D Press Clippings on Ana Rivera	
Appendix	20-E More Ana Rivera Press	

**UNIT 21**

**HISTORY OF IMMIGRATION LAW, POLICY AND EMPLOYMENT-BASED IMMIGRATION**

§ 21.1	The Interests that Affect U.S. Immigration Policy .....	21-1
§ 21.2	The First Immigrants (Colonial-1800).....	21-3
§ 21.3	European Immigration to the East Coast, the First Wave, 1800's.....	21-4
§ 21.4	Chinese Immigration to the West Coast, 1848-1890 .....	21-5
§ 21.5	The Second Wave of Europeans (1880-1915).....	21-7
§ 21.6	West Coast II, Mexican Migration, 1900-1930 .....	21-8
§ 21.7	1938-1965 - World War II and McCarthyism .....	21-9
§ 21.8	Changing Political Views (1965-1976) .....	21-10
§ 21.9	Refugee Act of 1980 and Act of 1986 .....	21-11
§ 21.10	The Anti-Immigrant Crusades of the 1990's .....	21-12
§ 21.11	Conclusions.....	21-15
§ 21.12	A Word to Nonprofit Agency Staff on Employment Visas.....	21-15
§ 21.13	Overview & Relation to other Immigration Options .....	21-16
§ 21.14	The Employment-Based Preference System.....	21-17
§ 21.15	The First Preference.....	21-18
§ 21.16	The Second Preference .....	21-20
§ 21.17	The Third Preference .....	21-21
§ 21.18	The Fourth Preference.....	21-23
§ 21.19	The Fifth Preference .....	21-25
§ 21.20	Labor Certification.....	21-26
§ 21.21	Special Considerations.....	21-34