

ENTERING THE UNITED STATES

KEY DOCUMENTS NOT TO LOSE!

Form I-862 Notice to Appear: It has the allegations the US government is making on why they think you should be deported. It contains information about the date, time, and location of your first immigration court hearing. When DHS sends this document to the immigration court, it starts removal proceedings against you. **Form I-94 Admission Record:** It is used by U.S. Customs and Border Protection (CBP) to keep track of the arrival and departure to/from the United States of people who are not citizens or lawful permanent residents. **Form I-385 Notice to Report:** It contains biographical information, such as your photo. It is considered a form of identification by DHS and is accepted by the Transportation Security Administration (TSA) for domestic flights, as well as by ground transportation companies such as buses and trains.

You may have not received all these documents. That is okay, but any documents given to you by immigration should be kept in a safe place. You can obtain a copy of your NTA from the immigration court at the clerk window, with the DHS attorney at the Master Calendar Hearing, or by filing a Freedom of Information Act Request with DHS and/or EOIR.

WHAT IS AN A-NUMBER (A#)?

It is the number that the US government uses to identify immigrants who seek to enter or have entered the US. Usually 9 digits, although in some cases, it may have 7 or 8 digits. It will stay with you throughout your entire immigration process, regardless of whether you are deported or eventually become a U.S. citizen.

It enables the US government to keep track of your biographical information and your application for immigration protection.

DO NOT LOSE THIS NUMBER! We recommend that you memorize this number.

DO NOT SHARE THIS NUMBER! With individuals who are not lawyers or immigration officials.

WHAT ARE REMOVAL PROCEEDINGS?

They are commonly known as deportation proceedings. They are conducted in front of an immigration judge. During these hearings, the immigration judge will decide whether or not you are allowed to remain in the United States under immigration law. At your first hearing, called a **Master hearing**, you can ask for more time, whether to find an attorney or for any other reason. The judge may also ask whether you agree with the charges against you. At your **Individual Hearing** is where you will testify about why you should be allowed to stay in the United States. The immigration judge makes the decision on whether to grant or deny your application for immigration relief.

HOW TO UPDATE ADDRESS WITH THE IMMIGRATION COURT & ICE?

To change your address with the immigration court, you should complete a short form called Change of Address Form (EOIR-33/IC): <https://respondentaccess.eoir.justice.gov/en/forms/eoir33ic/> Then, you must make two copies of the form. One copy should be provided to the immigration court at your hearing location, and another copy should be provided to ICE authorities in the same city. It is important that you notify the court that you have shared a copy of this document with ICE—make sure to fill out the “Proof of Service” section. Use the link to find the corresponding OPLA office for your region: <https://www.ice.gov/contact/field-offices?office=12>

HOW TO CHANGE YOUR COURT IF YOU MOVE TO ANOTHER JURISDICTION?

This is called a “change of venue.” You will be expected to attend the hearing at the location indicated on NTA, if you do not submit a motion to change of venue. The package should include: (1) Form EOIR-33. You need to include a separate Form EOIR-33 for yourself, and each family member included in your case; (2) Cover page; (3) Explanation of why you need to move your immigration court; (4) Written pleadings (varies case by case); (5) Proof of your new address; (6) Proposed order of the immigration judge; and (7) Proof of service. ***Your Motion to Change Venue package must be in English!**

IMPORTANT THINGS TO KEEP IN MIND: You must apply for asylum within **ONE** year of entering the U.S.. Due to the Asylum Ban, asylum seekers who entered the U.S. on or after May 11, 2023, without inspection (without a visa, humanitarian parole, or without a CBP One Appointment) **are currently ineligible for asylum**. Also, certain non-detained family units residing in or near the growing list of 40+ cities will be scheduled for an interview on their asylum claim: Annandale, VA/Washington, D.C.; Boston, MA; Chicago, IL; Los Angeles, CA; Miami, FL; New Orleans, LA; New York, NY; Newark, NJ; San Francisco, CA, and many others. The rule requires the Asylum Office to schedule an Asylum Merits Interview within 21 to 45 days of a positive credible fear determination. Lastly, there are **2 million immigration cases** pending before the immigration court - this backlog may cause significant delays in your case.

How to check if you have an immigration court hearing?

Go to this website: <https://acis.eoir.justice.gov/en/> or Call: 1-800-898-7180



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