

# DETAILED TABLE OF CONTENTS

## Caveat

The sample documents in *AILA’s Immigration Law Practice and Procedure Manual: A “Cookbook” of Essential Practice Materials* are just that—samples. Read each document carefully and adapt it to meet your specific needs; and don’t forget that the law can change quickly. As a result, *it is imperative that practitioners supplement the information provided in this publication in order to keep up to date.* In addition to primary sources of law, practitioners are encouraged to review AILA’s website for the latest information and developments in immigration law and policy.

## VOLUME 1:

Summary Table of Contents .....	v
Preface .....	vii
Acknowledgments .....	ix
<b>Chapter 1: B-1 and B-2 Visas and the Visa Waiver Program (VWP).....</b>	<b>1</b>
<i>Overview</i> .....	<i>1</i>
<i>Immigrant Intent</i> .....	<i>1</i>
<i>Acceptable B-1 Activities</i> .....	<i>2</i>
<i>Acceptable B-2 Activities</i> .....	<i>5</i>
<i>Entry to the United States as a Visitor</i> .....	<i>5</i>
<i>Applying for a B-1 or B-2 Visa</i> .....	<i>6</i>
<i>The Visa Waiver Program</i> .....	<i>10</i>
<i>Admission and Extensions</i> .....	<i>13</i>
Sample Workflow for B-1 or B-2 Change of Status or Extension of Status.....	15
Sample Workflow for B-1 or B-2 Visa at a U.S. Consulate .....	19
Sample Eligibility Screening Assessment Tool for B-1 and B-2 Nonimmigrants.....	21
Sample Intake Questionnaire for Application to Extend/Change B-1 or B-2 Nonimmigrant Status (Form I-539).....	29
Sample Intake Questionnaire for B-1 or B-2 Visa Application .....	35
Sample Questionnaire for Additional Information to Collect from Client for B-2 Visa Application..	47
.....	
Sample Applicant Letter Requesting Change of Status to Business Visitor.....	49

Sample Invitation Letter for B-2 Visitor Nonimmigrant Visa Application .....	51
Sample B-2 Letter for Intention to Depart the United States—Version 1 .....	53
Sample B-2 Letter for Intention to Depart the United States—Version 2 .....	55
Sample Employer Support Letter for B-1 Business Visitor Application .....	57
Sample Employer Support Letter for B-1 in Lieu of H-1B Nonimmigrant Visa Application.....	59
Sample Attorney Cover Letter for B-1 in Lieu of H-1B Nonimmigrant Visa Application .....	63
Sample Attorney Cover Letter for B-2 Nonimmigrant Visa Application .....	65
Sample Cover Letter for Application to Change Status from H-1B to B-1 .....	67
Sample Cover Letter for Application to Extend B-2 Status for Medical Treatment.....	69
Sample General Packet Preparation and Review Checklist for B-1 or B-2 Visa Application at a U.S. Consulate.....	71
Sample Packet Preparation and Review Checklist for Change of Status or Extension of Status for B-1 or B-2 Nonimmigrant (Form I-539).....	73
Instructions and Tips for Completing Forms for Change of Status or Extension of Status for B-1 or B-2 Nonimmigrant Visitors: Forms G-28, I-539, and I-539A .....	77
Sample Forms for Extension of B-2 Nonimmigrant Status for Mother and Child: G-28, I-539, and I-539A .....	95
Instructions and Tips for Completing Form for B-1 or B-2 Nonimmigrant Visas: DS-160 .....	115
Sample Forms for Application for B-2 Nonimmigrant Visa: G-28 and DS-160 .....	139
<b>Chapter 2: E-1 and E-2 Visas.....</b>	<b>157</b>
<i>Overview</i> .....	157
<i>Countries Having E-1 Treaty Trader and E-2 Treaty Investor Status</i> .....	157
<i>Determining Nationality</i> .....	160
<i>Requirements for E-1 Treaty Trader Status</i> .....	160
<i>Requirements for E-2 Treaty Investor Status</i> .....	161
<i>Qualified Investment for E-2 Petitions</i> .....	161
<i>Demonstrating the “Source of Funds” for an E-2 Business</i> .....	162
<i>The E-2 Investment Amount</i> .....	163
<i>E-2 Visa Business Plans</i> .....	163
<i>Employees Eligible for E Visas</i> .....	164
<i>Documents Needed for E Visa Petitions</i> .....	165
<i>E-1 Treaty Traders</i> .....	165
<i>E-2 Treaty Investors</i> .....	165
<i>Submission Requirements for Both E-1 and E-2 Applicants</i> .....	166
<i>Application Process</i> .....	166

<i>Dual Intent</i> .....	167
<i>Dependent Spouses and Children</i> .....	167
<i>Changing Status in the United States</i> .....	168
Sample Workflow for E-1 or E-2 Change of Status or Extension of Status .....	169
Sample Workflow for E-1 or E-2 Nonimmigrant Visa Application at Consular Post .....	173
Sample Eligibility Screening Assessment Tool for E-1 Treaty Trader and E-2 Treaty Investor Cases .....	177
Chart of E-Visa Countries.....	181
Sample Memorandum to Client Explaining E-1 and E-2 Visa Requirements .....	183
Sample Intake Questionnaire for E-1 and E-2 Nonimmigrant Visas .....	187
Sample Checklist of Documents for Client for E-1 or E-2 Visa Application .....	209
Sample Checklist of Documents for Client for E-1 Visa Application .....	213
Sample Template for a CEO Job Description .....	217
Sample Template for Letter Showing Gift of Funds.....	219
Sample Promissory Note for Unsecured Loan.....	221
Sample Statement of Intention to Depart the United States.....	223
Sample Cover Letter for E-2 Extension of Status .....	225
Sample Cover Letter for E-1 Nonimmigrant Visa Application .....	231
Sample Index of Documents for E-1 Nonimmigrant Visa Application Packet .....	235
Sample E-1 Trade Summary Chart .....	237
Sample Cover Letter for E-2 Nonimmigrant Visa Application .....	239
Sample Index of Documents for E-2 Nonimmigrant Visa Application Packet .....	243
Sample Packet Preparation and Review Checklist for E-1 or E-2 Nonimmigrant Change of Status or Extension of Status.....	245
Sample Packet Preparation and Review Checklist for E-1 and E-2 Nonimmigrant Visa Application .....	253
Sample E-1 Interview Preparation Instructions for Client.....	259
Sample E-2 Interview Preparation Instructions for Client.....	261
Instructions and Tips for Completing Petition for Change of Status or Extension of Status for E-1 or E-2 Nonimmigrant Workers: Forms G-28, I-129, and I-129 E Supplement .....	263
Sample Forms for Extension of Status of E-2 Nonimmigrant Status: G-28, I-129, and I-129 E Supplement.....	281
Instructions and Tips for Completing Forms for E-1 or E-2 Nonimmigrant Visa: DS-160 and DS-156E .....	295
Sample Forms for Application for E-2 Nonimmigrant Visa: G-28, DS-160, and DS-156E .....	333

<b>Chapter 3: H-1B Visas .....</b>	<b>365</b>
<i>Overview .....</i>	<i>365</i>
<i>Specialty Occupations .....</i>	<i>367</i>
<i>The H-1B Cap .....</i>	<i>369</i>
<i>Employer-Employee Relationships .....</i>	<i>371</i>
<i>Entrepreneurs and Agents.....</i>	<i>372</i>
<i>Wages and Deductions.....</i>	<i>373</i>
<i>Labor Condition Applications (LCA).....</i>	<i>374</i>
<i>The Public Access File.....</i>	<i>375</i>
<i>USCIS Filing.....</i>	<i>376</i>
<i>Limitation on Period of H-1B Status.....</i>	<i>377</i>
<i>H-1B Portability.....</i>	<i>378</i>
<i>H-1B Dependent Employers and Willful Violators.....</i>	<i>379</i>
<i>Changes in Employment/Termination of Employment.....</i>	<i>380</i>
<i>Permanent Residency.....</i>	<i>382</i>
<i>H-4 Dependent Spouses and Children.....</i>	<i>382</i>
<i>H-1B Visa Revalidation.....</i>	<i>384</i>
Sample Workflow for H-1B Petition .....	385
Sample Eligibility Screening Assessment Tool for H-1B Petition .....	395
Sample OES Wage Level Assessment Tool .....	407
DOL Worksheet for Use in Determining Prevailing Wage Level .....	413
Sample Chart Template for Client for Job Duty Percentage.....	415
Sample Intake Questionnaire for H-1B Cap Lottery Registration .....	417
Sample Letter to Employer Regarding H-1B Lottery Registration.....	421
Sample Instructions to Employer For H-1B Cap Lottery Electronic Registration Process (FY26) ....	423
.....	
Sample Instructions to Employer Regarding H-1B Lottery Registration .....	429
Sample Summary for H-1B Cap Lottery Registration .....	431
Sample H-1B Cap Lottery Registration Selection Notice.....	433
Sample Intake Questionnaire for H-1B Employer .....	435
Sample H-1B Intake Questionnaire for H-1B Employee.....	441
Sample Intake Questionnaire for H-1B Physician Employee .....	447
Sample Job Descriptions for Client.....	453
Sample Letter from CFO Regarding Ability to Pay H-1B Position.....	457

Sample SS-4, Application for Employer Identification Number Letter from IRS.....	459
Requesting Employer FEIN Verification Prior to Filing First LCA, with Sample Emails.....	461
Sample Quick Guide to the H-1B LCA Public Access File for Client .....	463
Sample Notice of Filing Template for a Labor Condition Application—Electronic Posting.....	465
Sample Notice of Filing Template for a Labor Condition Application—Physical Posting.....	467
Sample Labor Condition Application Notice of Filing Addendum Template .....	469
Sample Actual Wage Memorandum Template for Public Access File.....	471
Sample Benefits Summary Template for Public Access File .....	473
Sample Memorandum Template Regarding Compliance with LCA H-1B Nonimmigrant Employee Notification Requirement.....	475
Sample H-1B Petitioner Letter—Version 1 .....	477
Sample H-1B Petitioner Letter—Version 2 .....	479
Sample H-1B Petitioner Letter—Version 3 .....	483
Sample H-1B Petition Cover Letter .....	485
Sample H-1B Extension of Status Cover Letter.....	489
Sample Packet Preparation and Review Checklist for H-1B and H-1B1 Visa .....	495
Sample Packet Review Checklist for Paralegal for H-1B Petition Prior to Mailing—Version 1 ..	503
Sample Packet Review Checklist for Paralegal for H-1B Petition Prior to Mailing—Version 2 ..	505
Sample H-1B Cap Packet Review Checklist Prior to Filing.....	507
Filing Addresses for Cap-Subject H-1B Petitions.....	509
Sample Letter to Employer upon Receipt of H-1B Approval Notice .....	513
Sample Letter to Client Regarding H-1B Employee Approval—When Employee Is Not Canadian.. .....	515
Sample Letter to Employer Regarding H-1B Petition Approval—When Employee Is Canadian.	517
Sample Client Guidance Regarding R-1, H-1B, and L-1 Site Visits .....	519
Sample Memorandum to Client Regarding Termination of H-1B Employee.....	521
Sample Employer Termination Letter Template If Terminating H-1B Employee Early—Version 1 . .....	523
Sample Employer Termination Letter Template If Terminating H-1B Employee Early—Version 2 . .....	525
Instructions and Tips for Completing Form ETA-9035 for the Labor Condition Application.....	527
Sample H-1B Summary of Completed Form ETA-9035 Labor Condition Application and Sample Certified Form ETA-9035 LCA.....	543
Instructions and Tips for Forms for H-1B Petition: G-28, I-129, and I-129 H-1B Supplement....	561
Sample Forms for Change of Status to H-1B, with Premium Processing and with Derivative Beneficiary Spouse: G-28, I-907, I-129, I-129 H-Supplement, I-129 H-1B Data Collection Supplement, and I-539 .....	589

<b>Chapter 4: H-2A-Visas .....</b>	<b>625</b>
<i>Overview .....</i>	<i>625</i>
<i>Which Activities Are Included in the H-2A Program .....</i>	<i>625</i>
<i>Temporary and Seasonal.....</i>	<i>628</i>
<i>The DOL Phase.....</i>	<i>628</i>
<i>Agencies Involved in DOL's Phase of the H-2A Program .....</i>	<i>630</i>
<i>Foreign Labor Application Gateway (FLAG).....</i>	<i>630</i>
<i>Timing Considerations for DOL.....</i>	<i>631</i>
<i>Wage Requirements .....</i>	<i>632</i>
<i>The Adverse Effect Wage Rate (AEWR) .....</i>	<i>632</i>
<i>Prevailing Wages.....</i>	<i>636</i>
<i>Housing and Workers' Compensation Requirements .....</i>	<i>636</i>
<i>The Job Order/Job Offer .....</i>	<i>637</i>
<i>Filing Procedures in FLAG.....</i>	<i>637</i>
<i>SWA Review.....</i>	<i>638</i>
<i>File H-2A Application in FLAG System (Form ETA-9141A).....</i>	<i>639</i>
<i>Recruitment .....</i>	<i>640</i>
<i>Certification.....</i>	<i>641</i>
<i>Farm Labor Contractors (FLCs).....</i>	<i>641</i>
<i>Document Retention Requirements .....</i>	<i>641</i>
<i>H-2A Worker Rights .....</i>	<i>642</i>
<i>Special Procedures.....</i>	<i>643</i>
<i>The USCIS Phase .....</i>	<i>644</i>
<i>Eligible Country List .....</i>	<i>645</i>
<i>Successor in Interest.....</i>	<i>645</i>
<i>Fines .....</i>	<i>646</i>
<i>Substituting Beneficiaries and Other Amendments to the H-2A.....</i>	<i>647</i>
<i>2025 H-2A Department of Homeland Security (DHS) Rule .....</i>	<i>648</i>
<i>Prohibited Fees .....</i>	<i>648</i>
<i>Whistleblower Protections.....</i>	<i>649</i>
<i>Grace Periods.....</i>	<i>649</i>
<i>Portability.....</i>	<i>649</i>
<i>Return Transportation Requirements .....</i>	<i>649</i>
<i>Effect of H-2A or H-2B Petition Revocation .....</i>	<i>649</i>
<i>DHS Inspection and Notification Requirements .....</i>	<i>650</i>
<i>Period of Admission .....</i>	<i>650</i>

<i>Successors in Interest</i> .....	651
<i>Effect of Filing for Permanent Residency</i> .....	651
<i>Consular Processing Phase</i> .....	651
Sample Workflow for H-2A Petition .....	653
H-2A Flowchart .....	661
Sample Letter to Client Explaining the Process for H-2A Nonimmigrant Visa .....	663
Sample Eligibility Screening Assessment Tool for H-2A Petition .....	669
Sample Email to H-2A Client Requesting Job Description and Information for Start of Case .....	679
Sample Intake Questionnaire for Employer for H-2A Nonimmigrant Petition .....	681
Sample Email to Client Requesting Confirmation of Authorized Signatory .....	689
Instructions and Tips for Completing Form ETA-790A Agricultural Clearance Order/Agricultural Job Order for H-2A.....	691
Sample Completed Form ETA-790 and Supplement A.....	723
Sample Email to H-2A Client upon Submission of ETA-790A .....	751
Instructions and Tips for Completing Form ETA-9142A, Application for Temporary Employment Certification.....	755
Sample Completed ETA-9142A .....	767
Sample Completed ETA-9142A Appendix A.....	771
Sample Email to H-2A Client upon Receipt of Notice of Acceptance and Continuation of the Recruitment Process.....	775
Sample Template for Letter to Be Sent by Client to Certain Former Employees of the Company.....	777
Sample Template for H-2A Recruitment Report .....	779
Sample Email to H-2A Client upon Completion of Recruitment Period.....	781
Sample Email to Client That Recruitment Report Is Submitted and Reminding of Duty to Update Recruitment Report .....	783
Sample Email to Client Requesting Additional Information and Documentation For I-129 Petition While ETA-9142A Is Pending .....	785
Sample Packet Preparation and Review Checklist for H-2A Petition Filed with USCIS.....	787
Instructions and Tips for Completing H-2A Petition: Forms G-28, I-129, and I-129 H-2A Supplement .....	793
Sample Completed H-2A Petition: Forms G-28, I-129, and I-129 H-2A Supplement .....	811

<b>Chapter 5: H-2B Visas .....</b>	<b>831</b>
<i>Overview .....</i>	<i>831</i>
<i>Department of Labor (DOL) .....</i>	<i>834</i>
<i>Prevailing Wage Determination.....</i>	<i>834</i>
<i>Job Order Requirements for SWA .....</i>	<i>834</i>
<i>Job Contractors.....</i>	<i>836</i>
<i>Temporary Employment Certification.....</i>	<i>837</i>
<i>Recruitment .....</i>	<i>839</i>
<i>Documentation .....</i>	<i>842</i>
<i>Assurances and Obligations .....</i>	<i>843</i>
<i>H-2B Registration.....</i>	<i>843</i>
<i>Emergency Procedures.....</i>	<i>844</i>
<i>USCIS.....</i>	<i>844</i>
<i>Evidence .....</i>	<i>844</i>
<i>Multiple Beneficiaries .....</i>	<i>845</i>
<i>Post-Approval Procedures.....</i>	<i>845</i>
Sample Workflow for H-2B Petition .....	847
Sample H-2B Flowchart.....	859
Sample Letter to Client Explaining the Process for H-2B Nonimmigrant Visa .....	861
Sample Eligibility Screening Assessment Tool for H-2B Petition .....	865
Sample Email to H-2B Client Requesting Job Description Information for Start of Case .....	873
Sample Intake Questionnaire for Employer for H-2B Nonimmigration Petition .....	875
Sample Template for Client for H-2B Job Description.....	879
Sample Email to Client Requesting Documents Supporting Temporary Need .....	881
Sample Email to H-2B Client Requesting Additional Information upon Submission of the PDW Request.....	883
Sample Email to Client Requesting Confirmation of Authorized Signatory .....	887
Sample Statement of Temporary Need .....	889
Sample Email to H-2B Client Requesting Review and Signature of Statement of Temporary Need, Job Order, and ETA-9142B.....	891
Sample Checklist for Job Order to Be Submitted to State Workforce Agency for H-2B.....	893
Sample Template for Job Order for H-2B.....	899
Sample Job Order for H-2B .....	901
Sample Email to Client Instructing Them to Create Online Account with State Workforce Agency .	
.....	903

Sample Packet Preparation and Review Checklist for ETA-9142B Application for Temporary Employment Certification Filed with DOL .....	905
Sample Email to Client When Prevailing Wage Determination Issued.....	909
Sample Email to Client Regarding Foreign Labor Recruiter.....	911
Sample Email to H-2B Client with Instructions to Post Required DOL Posters .....	913
Sample Response to Notice of Deficiency for ETA-9141B.....	915
Sample Notice of Acceptance of ETA-9141B Issued by DOL.....	921
Sample In-House Posting for H-2B Recruitment.....	927
Sample Template for Letter to Be Sent by Client to Certain Former Employees of the Company	931
Sample Email to H-2B Client upon Receipt of the Notice of Acceptance and Start of the Recruitment Process.....	933
DOL H-2B Program Pre-Final Determination Recruitment Report Content Checklist and Best Practices Guide.....	935
Sample Template for Recruitment Report for H-2B .....	951
Sample Recruitment Report, H-2B Application for Temporary Employment Certification .....	953
Sample Email to H-2B Client upon Completion of Recruitment Period .....	955
Sample DOL Confirmation of Receipt of Uploaded Recruitment Report.....	957
Sample Email to Client That Recruitment Report Is Submitted and Reminding of Duty to Update Recruitment Report .....	959
Sample Email to Client Requesting Additional Information and Documentation for I-129 Petition while ETA-9142B Is Pending .....	961
Sample Attorney Letter for H-2B Compliance Audit File.....	963
Sample Cover Letter for H-2B Compliance Audit File .....	965
Sample Email to H-2B Client Requesting Additional Information and Documentation for I-129 Petition after Temporary Employment Certification Issued .....	967
Sample Email for Sending Client the H-2B Compliance Audit Folder .....	969
Sample Packet Preparation and Review Checklist for H-2B Petition Filed with USCIS .....	971
Sample H-2B Petition Employer Support Letter.....	977
Sample Attorney Cover Letter and Index of Exhibits H-2B Petition to USCIS .....	981
Instructions and Tips for Completing Form ETA-9141, Request for Prevailing Wage Determination for H-2B .....	985
Sample Summary of Completed Application for Prevailing Wage Determination: Form ETA-9141 .....	1005
Instructions and Tips for Completing Form ETA-9142B, Application for Temporary Employment Certification.....	1015
Sample Certified Application for Temporary Employment Certification: Form ETA-9142B ....	1039
Sample Completed Application for Temporary Employment Certification: Form ETA 9142B-Appendix B .....	1047

Instructions and Tips for Forms for H-2B Petition: G-28, I-129, and I-129 H-2B Supplement..	1051
Sample Completed H-2B Petition: Forms G-28, I-907, I-129, and I-129 H-2B Supplement.....	1071
<b>Chapter 6: L-1 Visas .....</b>	<b>1097</b>
<i>Overview .....</i>	<i>1097</i>
<i>The Employer Requirements .....</i>	<i>1097</i>
<i>Qualifying Relationship.....</i>	<i>1097</i>
<i>Employment Abroad.....</i>	<i>1099</i>
<i>Executive, Managerial, or Specialized Knowledge Capacity .....</i>	<i>1099</i>
<i>Executives and Managers.....</i>	<i>1099</i>
<i>Specialized Knowledge Capacity .....</i>	<i>1101</i>
<i>Owners of Businesses .....</i>	<i>1103</i>
<i>New Offices .....</i>	<i>1104</i>
<i>“Job-Shop” Restrictions .....</i>	<i>1106</i>
<i>Blanket L Petitions .....</i>	<i>1106</i>
<i>Small Businesses .....</i>	<i>1107</i>
<i>Dependents.....</i>	<i>1108</i>
<i>Processing Notes.....</i>	<i>1109</i>
Sample Workflow for L-1A or L-1B Petition or Blanket L-1 Petition.....	1111
Sample Eligibility Screening Assessment Tool for L-1 Nonimmigrant Intracompany Transferee .....	1117
Sample Intake Questionnaire for L-1 Visa Employer.....	1121
Sample L-1 Visa Document Checklist for Employer.....	1125
Sample Intake Questionnaire for L-1 Visa Employee.....	1127
Sample Template for Managerial Position for L-1A (or EB-1C Employee) .....	1139
Sample Job Duty Percentage Chart for Client .....	1141
Sample Template Chart for Employees Managed by Beneficiary—Version 1 .....	1143
Sample Template Chart for Employees Managed by Beneficiary—Version 2 .....	1145
Sample Cover Letter for L-1A Petition.....	1147
Sample Packet Preparation and Review Checklist for L-1A and L-1B Visa.....	1153
Sample Packet Preparation and Review Checklist for Blanket L-1 Petition (LZ).....	1161
Sample Checklist for Application Packet for L-1A and L-1B Visas or Admission Based on a Blanket L-1 Petition (LZ).....	1165
Sample Client Guidance Regarding R-1, H-1B, and L-1 Site Visits .....	1167

Instructions and Tips for Completing Form I-129 and L Supplement for L-1A and L-1B Nonimmigrants.....	1169
Sample Change of Status to L-1A: Forms G-28, I-129, and I-129 L Supplement.....	1191
Instructions and Tips for Completing Forms for I-129S for L-1A or L-1B Nonimmigrant Petition Based on a Blanket L Petition.....	1207
<b>Chapter 7: O-1 Visas.....</b>	<b>1219</b>
<i>Overview</i> .....	1219
<i>Requirements/Process</i> .....	1219
<i>Eligible Field of Endeavor</i> .....	1222
<i>Extraordinary Ability and Extraordinary Achievement</i> .....	1223
<i>Evidentiary Requirements for STEM Professionals and Entrepreneurs</i> .....	1226
<i>Evidence Standards</i> .....	1231
<i>Agents</i> .....	1232
<i>Agent Performing the Function of an Employer</i> .....	1232
<i>Agent for Foreign Employers</i> .....	1232
<i>Dependents</i> .....	1233
Sample Workflow for O-1 Petition .....	1235
Sample Eligibility Screening Assessment Tool for O-1 and O-2 Nonimmigrants .....	1241
Sample Intake Questionnaire for O-1 and O-2 Visa Employee.....	1249
Sample Intake Questionnaire for O-1 and O-2 Visa Employer.....	1259
Sample Document Checklist for Client for O-1 Visa .....	1263
Sample O-1 Visa Category Chart Template for Beneficiary .....	1271
Sample Letter to Client about the List of Potential Support-Letter Writers .....	1273
Sample O-1 Recommendation Letter Guidance.....	1279
Sample Language for Employment in Critical or Essential Capacity for Support-Letter Writers.....	1281
Sample O-1 Support Letter Regarding Membership in Association.....	1285
Sample O-1 Investor Support Letters for Serving as a Judge of Work of Others—2 Versions... ..	1287
Sample Support Letter from Co-Founder for O-1 Entrepreneur.....	1289
Sample Support Letter from Investor for O-1 Entrepreneur—Version 1 .....	1291
Sample Support Letter from Investor for O-1 Entrepreneur—Version 2 .....	1293
Sample Support Letter from Investor for O-1 Entrepreneur—Version 3 .....	1295
Sample Support Letters from Investors for O-1 Entrepreneur—4 Versions.....	1297
Sample O-1 Support Letters from Customer.....	1301

Sample Template for CEO Recommendation Letter for O-1 Physician .....	1303
Sample Template for Hospital CMO Recommendation Letter for O-1 Physician .....	1305
Sample O-1 Agent Agreement Letters .....	1307
Sample Template for Letter for O-1 U.S. Agent of a Foreign Company.....	1309
Sample Letter for O-1 U.S. Agent of a Foreign Company—Film Industry.....	1311
Sample Advisory Letter from Peer Group .....	1313
Sample Cover Letter for O-1B Petition.....	1315
Sample Packet and Preparation Review Checklist for O-1 Petition .....	1321
Final Packet Review Checklist for O-1 Petition for Paralegal before Mailing .....	1329
Sample O-1 Approval/Welcome Letter.....	1331
Instructions and Tips for Completing Forms for Petition for O-1 and O-2 Nonimmigrants: I-129 and O Supplement.....	1333
Sample Petition for O-1 Nonimmigrant: Forms, G-28, I-129, and I-129 O Supplement .....	1347
<b>Chapter 8: R-1 Visas.....</b>	<b>1363</b>
<i>Overview</i> .....	1363
<i>U.S. Petitioner Is a Bona Fide Nonprofit Religious Organization or a Bona Fide Organization That Is Affiliated with a Religious Denomination</i> .....	1364
<i>Member of the Same Type of Religious Denomination</i> .....	1365
<i>Religious Vocation, Religious Occupation, or Minister</i> .....	1365
<i>Religious Vocation</i> .....	1365
<i>Religious Occupation</i> .....	1365
<i>Ministers</i> .....	1366
<i>Compensation</i> .....	1366
<i>Salaried or Non-Salaried Compensation</i> .....	1366
<i>Self-Supporting/Uncompensated Employment</i> .....	1367
<i>Working for More Than One Qualified Employer</i> .....	1367
<i>Attestations Made by Petitioner</i> .....	1367
<i>Nonimmigrant Intent</i> .....	1368
<i>Period of Admission and Extension of Status</i> .....	1368
<i>R-2 Dependent Beneficiaries</i> .....	1368
<i>R-1 Process Overview</i> .....	1368
<i>R-1 Petition</i> .....	1368
<i>Site Visit</i> .....	1370
<i>R-1 Nonimmigrant Visa Application</i> .....	1370

Sample Workflow for R-1 Petition .....	1373
Sample Eligibility Screening Assessment Tool for R-1 Nonimmigrants.....	1379
Sample Intake Questionnaire for R-1 Employer .....	1383
Sample Intake Questionnaire for R-1 Employee and Derivative Beneficiaries.....	1389
Sample R-1 Document Checklist—Version 1 .....	1401
Sample R-1 Document Checklist—Version 2 .....	1403
Sample Individual IRS 501(c)(3) Determination Letter.....	1405
Sample Group IRS 501(c)(3) Determination Letter.....	1407
Sample Attestation of Membership for R-1 Petition—Version 1 .....	1411
Sample Attestation of Membership for R-1 Petition—Version 2 .....	1413
Sample Attestation of Membership for R-1 Petition—Version 3 .....	1415
Sample Letter from R-1 Petitioner—Version 1 .....	1417
Sample Letter from R-1 Petitioner—Version 2 .....	1419
Sample R-1 Attorney Cover Letter—Version 1.....	1423
Sample R-1 Attorney Cover Letter—Version 2.....	1429
Sample Packet Preparation and Review Checklist for R-1 Petition.....	1431
Sample Client Memorandum Regarding R-1 Site Visits .....	1437
Sample R-1 Compliance Review Worksheet.....	1439
Instructions and Tips for Completing Form I-129 and R-1 Supplement for R-1 Nonimmigrant Religious Worker .....	1441
Sample Change of Status to R-1: Forms G-28, I-129, and I-129 Supplement.....	1455
<b>Chapter 9: TN USMCA Professionals.....</b>	<b>1473</b>
<i>Overview</i> .....	1473
<i>TN Professionals</i> .....	1473
<i>Citizenship Requirements</i> .....	1478
<i>TN Applicants “Must Be Coming”</i> .....	1478
<i>Problem Occupations</i> .....	1478
<i>Management Consultants</i> .....	1478
<i>Scientific Technicians and Technologists</i> .....	1479
<i>Health Care Professionals</i> .....	1480
<i>Hotel Managers</i> .....	1480
<i>Computer Systems Analysts and Software Engineers</i> .....	1481
<i>Self-Employment</i> .....	1481
<i>Labor Disputes</i> .....	1481

<i>Effect of Application for Permanent Residency</i> .....	1482
<i>Procedures</i> .....	1482
Sample Workflow for Canadian TN Nonimmigrant Applying for Admission with CBP .....	1487
Sample Workflow for TN Nonimmigrant Visa Application at Consular Post.....	1489
Sample Workflow for TN Nonimmigrant Change of Status or Extension of Status .....	1491
List of USMCA/NAFTA TN Eligible Professions .....	1495
Sample Eligibility Screening Assessment Tool for TN Nonimmigrant NAFTA/USMCA Professional .....	1499
Sample Intake Questionnaire for TN Nonimmigrant Visas .....	1503
Sample Attorney Cover Letter for Application for Admission of Canadian as TN Nonimmigrant Professional .....	1517
Sample Cover Letter to Client for Application for Admission of Canadian as TN Nonimmigrant Professional .....	1521
Sample TN Petitioner Letter –Version 1 .....	1523
Sample TN Petitioner Letter–Version 2.....	1525
Sample Cover Letter for TN Petition for Change of Status–Version 1 .....	1529
Sample Cover Letter for TN Petition for Change of Status–Version 2 .....	1531
Sample Packet Preparation and Review Checklist for Admission to the United States for Canadian USMCA/NAFTA TN Nonimmigrant at CBP .....	1533
Sample General Packet Preparation and Review Checklist for TN Visa Application at a U.S. Consulate .....	1535
Sample Packet Preparation and Review Checklist for TN Extension of Status or Change of Status Petition .....	1539
Instructions and Tips for Completing Form I-129 and TN Supplement for TN Nonimmigrants	1545
Sample Forms for Change of Status to TN Nonimmigrant: G-28, I-129, and I-129 Supplement	1561
Instructions and Tips for Completing Form for TN Nonimmigrant Visas: DS-160 .....	1575
Sample Form for Application for TN Nonimmigrant Visa: DS-160 .....	1599
<b>Volume 1 Appendix</b> .....	<b>1611</b>
Derivative Beneficiary Materials:	
Sample Intake Questionnaire for Form I-539 .....	1611
Sample Cover Letter for Change of Status for Nonimmigrant Derivative Beneficiary .....	1617
Sample Packet Preparation and Review Checklist for Form I-539 for Change of Status or Extension of Status for Nonimmigrant Derivative Beneficiary.....	1619

Instructions and Tips for Completing Forms for Change of Status or Extension of Status for Nonimmigrant Derivative Beneficiary Spouse, Children, or Parent: Forms G-28, I-539, and I-539A..	1623
Sample Change of Status of Derivative Beneficiaries: Forms G-28, I-539, and I-539A .....	1643
<b>Application Support Center Materials:</b>	
Sample Application Support Center (ASC) Appointment Notice.....	1663
Sample Instructions to Client about Attending ASC Appointment.....	1667
Sample Notice That Applicant Is Not Required to Appear for Biometrics.....	1669
Sample Attorney Letter for Visa Revalidation at CBP .....	1671
Sample Questionnaire for Paralegal to Use When Scheduling a Consultation.....	1673
Sample Eligibility Screening Assessment Tool for Determining Whether Client’s Situation Allows Consular Post to Waive NIV Visa Interview .....	1677
Sample Request to Consular Post for Expedited Interview Appointment for Nonimmigrant Visa—Version 1 .....	1679
Sample Request to Consular Post for Expedited Interview Appointment for Nonimmigrant Visa—Version 2 .....	1681
Sample Eligibility Screening Assessment Tool for Grounds of Inadmissibility.....	1683
Sample Tool for Calculations under CSPA for Family– and Employment-Based Preference Categories for Derivative Beneficiary Children, and for Diversity Lottery Immigrants .....	1691
Sample Certificate of Translation Template .....	1697
Sample Template for Affidavit in Lieu of Birth Certificate .....	1699
Sample Guidance to Employer with Instructions on Completing the Form I-9 Based on Pending or Approved Petition to Extend Status for Certain Nonimmigrant Statuses .....	1701
Sample Guidance to Client Regarding SAVE CaseCheck.....	1703
Sample Intake Questionnaire for Request with DHS TRIP .....	1705
Sample DHS TRIP Final Determination Letter .....	1709
Sample List of Suggested Documentation Showing Nonimmigrant Intent .....	1711
<b>Reference Charts:</b>	
Nonimmigrants: Who Can Study? .....	1713
List of EAD Category Codes .....	1715
List of Abbreviations Used for Visa-Issuing Consular Posts.....	1719
List of Codes Used for Nonimmigrant Visa Categories .....	1727
List of Codes Used for Immigrant Visa Categories .....	1731
List of Abbreviations and Acronyms Often Used in Immigration Law.....	1741

**VOLUME 2:**

Summary Table of Contents .....	v
Preface .....	vii
Acknowledgments .....	ix
<b>Chapter 10: The PERM Process .....</b>	<b>1</b>
<i>Overview</i> .....	1
<i>The Labor Certification Stage</i> .....	1
<i>The Job Description</i> .....	1
<i>Wage Requirements</i> .....	3
<i>The Recruitment Process</i> .....	4
<i>Submitting the PERM Application</i> .....	5
<i>Audits</i> .....	6
<i>The PERM Decision</i> .....	7
<i>The I-140 Stage</i> .....	8
<i>Adjustment of Status or Consular Processing</i> .....	11
<b><i>PERM Labor Certification Stage:</i></b>	
Sample Workflow for PERM Process.....	13
Sample Eligibility Screening Assessment Tool for PERM Labor Certification .....	21
Sample SVP and Minimum Requirement Assessment Tool.....	31
Sample Letter to Client Explaining the PERM and Green Card Process.....	39
Sample Intake Form for Employee for (PERM) Labor Certification .....	43
Sample Intake Questionnaire for Employee Physician for (PERM) Labor Certification .....	51
Sample Intake Questionnaire for Employer for (PERM) Labor Certification .....	61
Sample PERM Job Language for Employer Approval .....	65
Sample Template for PERM Experience Letter.....	67
Sample Letter Showing Offered Position Is Not Substantially Comparable to Prior Position .....	69
Sample Email to Client upon Receipt of the Prevailing Wage Determination from DOL .....	73
Sample Template for Recruitment Plan .....	75
Sample Client Instruction Letter Regarding Notice of Filing (NOF) Posting .....	77
Sample Notice of Filing .....	79
Sample Template for Notice of Filing.....	81
Sample Recruitment Spreadsheet Template.....	83

Sample Guidance to Client for Screening of PERM Candidates .....	85
Sample Recruitment Report .....	87
Sample PERM Audit Notification Email and Letter—Version 1 .....	89
Sample Employer Business Necessity Letter for PERM Audit Response—Version 1 .....	97
Sample Attorney Cover Letter for PERM Audit Response— Version 1 .....	101
Sample PERM Audit Notification Letter—Version 2 .....	105
Sample Employer Support Letter for PERM Audit Response—Version 2 .....	113
Sample Attorney Cover Letter for PERM Audit Response— Version 2.....	117
Instructions and Tips for Completing Form ETA-9141 Request for Prevailing Wage Determination .....	121
Sample Summary of Completed Application for Prevailing Wage Determination: Form ETA-9141 .....	149
Sample Email to Employee about Review of ETA Form 9089 Prior to Filing.....	159
Instructions and Tips for Completing ETA Form 9089, Application for Permanent Employment Certification.....	161
Sample Completed ETA Form 9089 Application for Permanent Employment Certification .....	203

***I-140 Immigrant Petition Based on Certified PERM Stage:***

Sample Workflow for I-140 Immigrant Petition Based on a Certified PERM Application .....	219
Sample Intake Questionnaire for Employment-Based Permanent Residence.....	225
Sample Template for Employment Letter for PERM-Based I-140 Petition .....	243
Sample Cover Letter for I-485 Based on an Approved I-140 .....	245
Sample Cover Letter for I-140 with Concurrent I-485 .....	247
Sample Cover Letter for I-140 for Physician .....	249
Sample Cover Letter for Schedule A I-140 .....	251
Sample Cover Letter for Schedule A I-140 for Staffing Company.....	253
Sample Cover Letter for I-140 Petition Filed Based on Certified PERM Previously Submitted with Prior I-140 Petition.....	257
Sample Cover Letter for Transfer of Underlying Basis for Pending I-485 Application.....	259
Sample Packet Preparation and Review Checklist for PERM-Based I-140 Immigrant Petition Packet .....	261
Sample Packet Preparation and Review Checklist for I-140 for Paralegal Prior to Mailing .....	267
Sample Tips for Client for Testifying at USCIS Interview for Adjustment of Status .....	271
Sample Document Checklist for Employment-Based I-485 USCIS Interview .....	273
Instructions and Tips for Completing Forms for I-140 Immigrant Petition for Alien Workers Based on a Certified ETA Form 9089 Labor Certification.....	275

Instructions and Tips for Completing the I-485 Application for Adjustment of Status Based on an Employment-Based I-140 Immigrant Petition .....	297
Instructions and Tips for Completing Supplement J, Confirmation of Bona Fide Job Offer or Request for Job Portability under INA §204(j).....	335
Sample Forms for Immigrant Petition for Alien Worker Based upon Certified PERM Application with Concurrent Application for Adjustment of Status: G-28, I-140, I-485, I-765, and I-131 .....	343

**Chapter 11: Alternatives to PERM: EB-2 National Interest Waivers, EB-1A Extraordinary Ability, and EB-1B Outstanding Researcher or Professor..... 405**

<i>Overview</i> .....	405
<i>EB-2 National Interest Waivers (Non-Physicians)</i> .....	405
<i>Dhanasar Prongs</i> .....	409
<i>National Interest Waivers for STEM Professionals</i> .....	411
<i>National Interest Waivers for Entrepreneurs</i> .....	413
<i>Incubator or Accelerator Participation</i> .....	413
<i>Awards or Grants</i> .....	414
<i>Intellectual Property</i> .....	414
<i>Published Materials About the Petitioner, the Petitioner's U.S.-Based Entity, or Both</i> .....	414
<i>Revenue Generation, Revenue Growth, and Job Creation</i> .....	414
<i>Letters and Other Statements from Third Parties</i> .....	414
<i>Schedule A Occupations</i> .....	415
<i>Group I – Physical Therapists and Registered Nurses</i> .....	417
<i>Group II – Exceptional Ability in the Sciences or Arts</i> .....	418
<i>EB-1A Extraordinary Ability</i> .....	420
<i>Qualification Criteria</i> .....	420
<i>Final Merits Determination</i> .....	427
<i>STEM Professionals and Entrepreneurs Seeking EB-1A Classification</i> .....	428
<i>EB-1B Outstanding Researchers and Professors</i> .....	429
<i>Recognition Criteria</i> .....	431
Sample Workflow for EB-1A, EB-1B, or NIW Immigrant Petition.....	433
Sample Eligibility Screening Assessment Tool for EB-1A Extraordinary Ability Immigrant Petition .....	439
Sample Eligibility Screening Assessment Tool for EB-1B Outstanding Researcher Immigrant Petition .....	445
Sample Eligibility Screening Assessment Tool for EB-2 <i>Dhanasar</i> National Interest Waiver (NIW) Immigrant Petition .....	451

Sample Comprehensive Intake Questionnaire for EB-1A, EB-1B, and NIW Immigrant Petitions	457
Sample Document Checklist for Client for EB-1A Extraordinary Ability Immigrant Petition	465
Sample Document Checklist for Client for EB-1A Extraordinary Ability Petition for Physician	471
Sample Document Checklist for Client for EB-1B Outstanding Researcher or Professor Immigrant Petition	475
Sample Document Checklist for Client for EB-2 <i>Dhanasar</i> NIW Immigrant Petition	479
Sample Letter to Client about Drafting a List of Potential Support-Letter Writers	485
Sample Guidance Memorandum for Support Letters for EB-1A and EB-1B Petitions	491
Sample Guidance Memorandum for NIW Support Letters	493
Sample Critical Role Support Letter for EB-1A Petition	497
Sample Critical Role Support Letter for EB-1A Petition—Physician—Version 1	499
Sample Critical Role Support Letter for EB-1A Petition—Physician—Version 2	501
Sample Support Letter for Physician	503
Sample EB-1A Evidence Outline Template to Assist Attorney in Organizing Evidence from Client	505
Sample EB-1B Evidence Outline Template to Assist Attorney in Organizing Evidence from Client	507
Sample Packet Preparation and Review Checklist for EB-1A Petition	509
Sample Packet Preparation and Review Checklist for EB-1B Outstanding Researcher or Professor Petition	519
Sample Packet Preparation and Review Checklist for EB-2 NIW ( <i>Dhanasar</i> ) Petition	527
Sample Approval Notice Cover Letter for Immigrant Petition	537
Instructions and Tips for Completing Immigrant Petition for Foreign National Worker for a Self-Petition in the EB-1A or EB-2 National Interest Waiver Preference Categories: Forms G-28 and I-140	539
Sample Self-Petition for Alien Worker under Extraordinary Ability Preference Category for Alien Who Will Be Applying for an Immigrant Visa at the Consulate: Forms G-28 and I-140	557
Instructions and Tips for Completing Immigrant Petition for Alien Worker in the EB-1B and EB-1C Visa Categories: Forms G-28 and I-140	569
<b>Chapter 12: EB-1C Multinational Executives and Manager Visas</b>	<b>587</b>
<i>Overview</i>	587
<i>The Employer Requirements</i>	588
<i>Qualifying Relationship</i>	588
<i>The Employee Requirements</i>	590
<i>Differences between L-1 Petitions and EB-1C Petitions</i>	592

Sample Workflow for EB-1C Immigrant Petition .....	595
Sample Eligibility Screening Assessment Tool for EB-1C Immigrant and L-1 Nonimmigrant Intracompany Transferee.....	599
Sample Intake Questionnaire for EB-1C Multinational Manager or Executive Immigrant Petition ... .....	603
Sample Document Checklist for EB-1C Intracompany Manager or Executive Immigrant Petition Employer.....	613
Sample Job Duties Description Template for Client for EB-1C Employee—Version 1 .....	615
Sample Job Duties Description Template for Client for EB-1C Employee—Version 2 .....	617
Sample Template for Chart of Employees Managed by Beneficiary.....	619
Sample Cover Letter for EB-1-C Petition.....	621
Sample Packet Preparation and Review Checklist for EB-1C Petition.....	627
Instrinctions and Tips for Completing Immigrant Petition for Alien Worker in the EB-1B and EB-1C Visa Categories: Forms G-28 and I-140 .....	635
Sample Immigrant Petition for Alien Worker under the Intracompany Executive or Manager Preference Category for Alien Who Will Be Applying for an Immigrant Visa at the Consulate: Forms G-28 and I-140 .....	653
<b>Chapter 13: EB-5 Immigrant Investor Program .....</b>	<b>665</b>
<i>Introduction and Overview of the EB-5 Program.....</i>	<i>665</i>
<i>I-526 Phase Requirements .....</i>	<i>666</i>
<i>The Investment.....</i>	<i>666</i>
<i>Job Creation Requirement.....</i>	<i>669</i>
<i>Multiple Job Creating Entities .....</i>	<i>673</i>
<i>Regional Center Program and Pooled Investments .....</i>	<i>673</i>
<i>Targeted Employment Areas (TEAs) .....</i>	<i>674</i>
<i>Lawful Source of Funds.....</i>	<i>674</i>
<i>Infrastructure Projects .....</i>	<i>675</i>
<i>Measuring Job Creation.....</i>	<i>675</i>
<i>Priority Dates .....</i>	<i>676</i>
<i>Form I-526 and Form I-526E.....</i>	<i>676</i>
<i>Regional Center Applications .....</i>	<i>677</i>
<i>Requirements for Individuals Associated with Regional Centers.....</i>	<i>678</i>
<i>Additional Regional Center Requirements and Procedures.....</i>	<i>679</i>
<i>Project Applications.....</i>	<i>680</i>
<i>Eligibility Requirements .....</i>	<i>680</i>
<i>Targeted Employment Area (TEA) .....</i>	<i>680</i>

<i>Infrastructural Project</i> .....	680
<i>Job Creation</i> .....	680
<i>Documentation</i> .....	680
<i>Business Plan</i> .....	681
<i>Investment Documents</i> .....	683
<i>High Unemployment Area Designation Documentation</i> .....	684
<i>Rural Areal Documentation</i> .....	684
<i>Infrastructure Project Designation Documentation</i> .....	685
<i>Project Amendments</i> .....	686
<i>Revocations and Sanctions</i> .....	686
<i>Direct and Third-Party Promoters</i> .....	688
<i>Conditional Residency and the Removal of Conditions</i> .....	688
<i>Conditional Residency</i> .....	688
<i>Failed Investment</i> .....	689
<i>The Process to Remove Conditions</i> .....	689
<i>Derivative Beneficiaries</i> .....	691
<i>Reserved Visas for EB-5 Investors</i> .....	691
Sample Workflow for EB-5 Immigrant Petition .....	693
Sample Eligibility Screening Assessment Tool for EB-5 Immigrant Investor Program .....	697
Sample Intake Questionnaire for EB-5 Immigrant Investor .....	705
Sample Checklist of Documents for Client for EB-5 Immigrant Petition .....	715
Sample Cover Letter for EB-5 Petition .....	719
Sample Packet Preparation and Review Checklist for EB-5 Immigrant Investor Petition .....	747
Sample Post-RIA EB-5 Immigrant Investor Petition Packet Preparation and Review Checklist..	753
Instructions and Tips for Completing Petition for EB-5 Immigrant Investors: Forms G-28 and I-526 or I-526E.....	755
Sample Completed Immigrant Petition by Regional Center Investment: Forms G-28 and I-526E777	
Sample Intake Questionnaire for I-829 Petition by Immigrant Investor to Remove Conditions on Permanent Resident Status .....	797
Sample Checklist of Documents for Client to Remove Conditions on Permanent Residence Status..	
.....	809
Instructions and Tips for Completing Petition to Remove Conditions on EB-5 Immigrant Investors: Forms G-28 and I-829 .....	813

<b>Chapter 14: K-1 and K-3 Nonimmigrant Visas.....</b>	<b>827</b>
<i>K-1 Visas for Fiancé(e)s of U.S. Citizens.....</i>	<i>827</i>
<i>Overview.....</i>	<i>827</i>
<i>Advantages and Disadvantages of K-1 Processing.....</i>	<i>827</i>
<i>Requirements.....</i>	<i>828</i>
<i>Effect of Petitioner's History.....</i>	<i>830</i>
<i>K-1 Visa Processing.....</i>	<i>831</i>
<i>Adjustment of Status or Change of Status of K-1s.....</i>	<i>831</i>
<i>K-3 Spouses of U.S. Citizens.....</i>	<i>832</i>
<i>Overview.....</i>	<i>832</i>
<i>Advantages and Disadvantages of K-3 Processing.....</i>	<i>833</i>
<i>K-3 Documentary Requirements.....</i>	<i>834</i>
<i>K-3 Visa Processing.....</i>	<i>835</i>
<i>Adjustment of Status.....</i>	<i>836</i>
Sample Workflow for K-1 Visa.....	837
Sample K-1 Eligibility Screening Assessment Tool.....	841
Sample K-3 Eligibility Screening Assessment Tool.....	843
Sample Intake Form for K-1 Petition for Alien Fiancé(e).....	845
Sample Document Checklist for a K-1 Petition.....	861
Sample Statement of Petitioner's Intent to Marry.....	863
Sample Statement of Beneficiary's Intent to Marry.....	865
Sample Cover Letter for K-1 I-129F Petition.....	867
Sample I-129F Packet Preparation and Review Checklist for K-1 Fiancé(e) Petition.....	869
Sample I-129F Packet Preparation and Review Checklist for K-3 Ption.....	873
Instructions and Tips for Completing Petition for K-1 or K-3 Fiancé(e): Forms G-28 and I-129F ....	877
.....	
Sample Petition for Alien Fiancé(e): Forms G-28 and I-129F.....	895
Sample K-1 Visa Application: Forms G-28, DS-160, and I-134.....	911

<b>Chapter 15: Family-Based Immigration .....</b>	<b>947</b>
<i>Overview .....</i>	<i>947</i>
<i>Qualifying Relationships .....</i>	<i>947</i>
<i>Children.....</i>	<i>947</i>
<i>Parents.....</i>	<i>949</i>
<i>Siblings.....</i>	<i>950</i>
<i>Marriages.....</i>	<i>951</i>
<i>Conditional Residency for Spouses of U.S. Citizens .....</i>	<i>955</i>
<i>Removal of Conditions by Joint Petition.....</i>	<i>955</i>
<i>Waiving of Joint Filing Requirement .....</i>	<i>956</i>
<i>The Adam Walsh Act.....</i>	<i>957</i>
<i>The Allocation of Immigrant Visas.....</i>	<i>958</i>
<i>The Family Immigrant Visa Petition Process .....</i>	<i>959</i>
<i>Consular Processing vs. Adjustment of Status .....</i>	<i>960</i>
<i>The Child Status Protection Act (CSPA).....</i>	<i>961</i>
<i>Immediate Relatives and VAWA.....</i>	<i>962</i>
<i>Derivative Asylees .....</i>	<i>962</i>
<i>Derivative Refugees.....</i>	<i>962</i>
<i>Family- and Employment-Based Preference and Diversity Visa Immigrants (DV).....</i>	<i>962</i>
<i>The CSPA Calculation.....</i>	<i>963</i>
Sample Workflow for I-130 Petition with Concurrent I-485 or for I-485 Petition Based on an Already Approved I-130 .....	965
Sample Eligibility Screening Assessment Tool for Family-Based Immigration .....	971
Sample Intake Questionnaire for Family-Based Application for Adjustment of Status: Forms I-130 and I-485 .....	985
Sample Intake Questionnaire for I-864, Affidavit of Support or I-864A, Affidavit of Support for Petitioner/Sponsor, Co-Sponsor, or Joint Sponsor.....	1011
Sample Disclaimer Letter for Co-Sponsor Submitting Form I-864 Affidavit of Support .....	1017
Sample Document Checklist for Client for Marriage-Based, Concurrently Filed I-130 and I-485.....	1019
Sample Document Checklist for Client for Marriage-Based, Standalone I-130.....	1023
Sample Document Checklist for Client for Concurrently Filed I-130 and I-485 for Parent(s) of U.S. Citizen .....	1025
Sample Document Checklist for Client for Standalone I-130 Petition for Parent(s) of U.S. Citizen ..	1029
Sample List of Suggested Evidence Documenting Bona Fides of Marriage .....	1031

Sample Affidavit in Support of Bona Fides of Marriage .....	1035
Sample Cover Letter for Marriage-Based I-130 Immigrant Petition .....	1037
Sample Cover Letter for Marriage-Based, Concurrently Filed I-130 and I-485.....	1039
Author Notes for Marriage-Based, Concurrent I-130/I-485 Filing Requirements.....	1041
Sample Cover Letter for Standalone I-130 for Stepchild of U.S. Citizen.....	1045
Sample I-485 Cover Letter for Applicant Who Entered the United States on a K-1 Visa and Married within 90 Days .....	1047
Sample Cover Letter for I-765 and I-131 Renewal Based on a Pending I-485.....	1049
Sample Packet Preparation and Review Checklist for Marriage-Based, Concurrently Filed I-130 and I-485.....	1051
Sample Packet Preparation and Review Checklist for I-485 Based on Approved or Pending I-130 Petition .....	1059
Sample Packet Preparation and Review Checklist for Marriage-Based, Standalone I-130 Petition ... ..	1065
Sample Packet Preparation and Review Checklist for Non-Marriage-Based, Concurrently Filed I-130 and I-485 .....	1069
Sample Packet Preparation and Review Checklist for Non-Marriage-Based, Standalone I-130 Petition .....	1077
Sample Packet Preparation and Review Checklist for I-485 Application Based on Entry on K-1/K2 Fiancé(e) Visa .....	1083
Sample Packet Preparation and Review Checklist for I-765 and/or I-131 for Renewal of Employment Authorization Document and/or Advance Parole Travel Document Based on a Pending I-485 .	1089
Sample Notice to Client That I-485 Has Been Filed with USCIS .....	1091
Sample Tips for Client for Testifying at USCIS Interview for Adjustment of Status .....	1093
Sample (Stokes-Type) Marriage-Based Interview Questions.....	1095
Sample Checklist of Documents for Client to Bring to Family-Based Petition Adjustment of Status USCIS Interview .....	1099
Sample Guideline Letter for New Permanent Residents.....	1101
Sample Letter to USCIS When I-130 Petitioner Naturalizes.....	1109
Sample Cover Letter for Application for Military Parole in Place .....	1111
Sample Affidavit of Military Member in Support of Application for Military Parole in Place... ..	1113
Instructions and Tips for Completing Forms for Family-Based Immigrant Petition: I-130 and I-130A .....	1115
Instructions and Tips for Completing the Application for Adjustment of Status Based on a Family-Based I-130 Immigrant Petition: Forms G-28 and I-485 .....	1137
Instructions and Tips for Completing Form I-485 Supplement A for Adjustment of Status under §245(i).....	1175

Instructions and Tips for Completing the Application for Travel Document Based on a Concurrently Filed or Pending I-485 Application for Adjustment of Status: Forms G-28 and I-131 ..... 1183

Instructions and Tips for Completing Application for Work Authorization Document Based on Concurrently Filed or Pending I-485 Application for Adjustment of Status: Form I-765..... 1193

Instructions and Tips for Completing the Form I-864, Affidavit of Support under INA §213 and Form I-864A ,Contract between Sponsor and Household Member ..... 1205

Sample Immigrant Petition for Spouse of U.S. Citizen with Concurrent Application for INA §245(i) Adjustment of Status: Forms G-28, I-130, I-130A, I-485, I-485A, I-131, I-765, and I-864 ..... 1223

**Chapter 16: Consular Processing ..... 1311**

*Overview* ..... 1311

*Nonimmigrant Visa Processing*..... 1312

*Immigrant Visa Processing*..... 1315

*Initial Petitions* ..... 1315

*National Visa Center (NVC) Processing*..... 1316

*Fees* ..... 1318

*Form I-864* ..... 1320

*Form DS-260 Online Visa Application* ..... 1321

*Civil Documents* ..... 1321

*Pre-Interview Steps* ..... 1323

*Applicant Interview* ..... 1323

*Adjudication* ..... 1323

*Visa Revalidation* ..... 1324

Sample Workflow for Immigrant Visa Consular Processing for Family-Based Immigrant Petition .. ..... 1325

Sample Intake Questionnaire for Form DS-260 Immigrant Visa Applicant Client ..... 1331

Sample Intake Questionnaire for I-864 or I-864A Affidavit of Support for Petitioner/Sponsor, Co-Sponsor, or Joint Sponsor..... 1339

Sample Disclaimer Letter for Co-Sponsor Submitting Form I-864 Affidavit of Support ..... 1343

Sample Email to Petitioner at the Beginning of Immigrant Visa Process..... 1345

Sample Email to Client about Consular Processing Steps in a Family-Based Case ..... 1347

Sample List of Documents for Consular Processing for Client ..... 1349

Sample Consular Processing List of Documents Required by NVC ..... 1351

Sample Authorization from Client to Submit Form DS-260 ..... 1353

Sample Initial Notice from National Visa Center ..... 1355

Sample CEAC Immigrant Visa Summary Information Page.....	1357
Sample CEAC Immigrant Visa Fee Invoice Page .....	1359
Sample CEAC Affidavit of Support Fee Payment Page .....	1361
Sample Notice from National Visa Center of Updated Information or Request.....	1365
Sample CEAC Immigrant Visa Messages Page.....	1367
Sample Consular Appointment Notice Issued by National Visa Center.....	1369
Sample Email to Client About Immigrant Visa Interview Documents Packet .....	1371
Sample Letter to Client Regarding Consular Processing Interview Packet .....	1373
Instructions and Tips for Completing Form DS-260 Immigrant Visa Application .....	1375
Sample Application for Immigrant Visa Based on an Approved Family-Based Immigrant Petition: Forms G-28, I-864, DS-260 .....	1393

**Chapter 17: Post-Permanent Residence Concerns..... 1447**

<i>Overview</i> .....	1447
<i>Replacing Green Cards</i> .....	1447
<i>Conditional Residency for Spouses of U.S. Citizens</i> .....	1449
<i>Removal of Conditions by Joint Petition</i> .....	1450
<i>Waiving of Joint Filing Requirement</i> .....	1450
<i>Abandonment of Permanent Residency</i> .....	1452
<i>Intentional Abandonment</i> .....	1453
<i>Selective Service</i> .....	1454
<i>Children of Lawful Permanent Residents Born Abroad</i> .....	1454
<i>Carrying Permanent Residency Documentation</i> .....	1455
<i>Tax Issues for Lawful Permanent Residents</i> .....	1455
<i>Social Security Cards</i> .....	1456
<i>Public Benefits</i> .....	1456
<i>Medicare and Affordable Care Act</i> .....	1457
<i>Reentry Permits</i> .....	1457

Sample Intake Questionnaire for Client for I-90 Application.....	1461
--	------

Sample Cover Letter for I-90 Renewal Card .....	1465
---	------

Sample I-90 Cover Letter to Replace Lost Card.....	1467
--	------

Sample I-90 Cover Letter to Correct USCIS Error.....	1469
--	------

Sample Packet Preparation and Review Checklist for I-90 Application to Replace Permanent Resident Card Submitted by Mail .....	1471
---	------

Instructions and Tips for Completing Forms for Renewal, Replacement, or Corrections to Permanent Resident Card: Forms G-28 and I-90 .....	1475
Sample Application to Replace Permanent Resident Card: Forms G-28 and I-90 .....	1493
Sample Workflow for I-751 Petition to Remove Condition from Permanent Resident Status ...	1505
Sample Intake Questionnaire for I-751 Petition.....	1509
Sample Document Checklist for Clients for a Joint I-751 .....	1515
Sample List of Suggested Evidence Documenting Bona Fides of Marriage .....	1517
Sample Document Checklist for Clients for an I-751 Waiver Based on the Termination of the Marriage by Divorce or Death .....	1521
Sample Statement from Petitioner Requesting that USCIS Accept Late Filing of Joint I-751 Petition .....	1523
Sample Cover Letter for a Joint I-751 Application.....	1525
Sample Cover Letter for I-751 Waiver after Termination of Marriage .....	1527
Sample Document Checklist for Clients for an I-751 Waiver Based on Abuse by Spouse or Parent . .....	1529
Sample Client Declaration for an I-751 Waiver Based on Abuse by Spouse or Parent.....	1531
Sample Attorney Cover Letter for I-751 Waiver Based on Abuse by Spouse or Parent .....	1539
Sample Index of Exhibits for I-751 Waiver Based on Abuse by Spouse or Parent .....	1547
Sample Packet Preparation and Review Checklist for I-751, Petition to Remove Conditions on Residence .....	1549
Instructions and Tips for Completing Petition to Remove Conditions on Residence: Forms G-28 and I-751 .....	1555
Sample Joint Application to Remove Conditions on Residence: Forms G-28 and I-751 .....	1569
<b>Chapter 18: Naturalization and Citizenship.....</b>	<b>1589</b>
<i>Overview .....</i>	<i>1589</i>
<i>Why Become a Citizen?.....</i>	<i>1589</i>
<i>Bases for Naturalization .....</i>	<i>1590</i>
<i>INA §316 Naturalization Requirements .....</i>	<i>1590</i>
<i>INA §319(a) Naturalization Requirements.....</i>	<i>1591</i>
<i>INA §319(b) Naturalization Requirements.....</i>	<i>1591</i>
<i>Age of the Applicant .....</i>	<i>1592</i>
<i>Presence in the United States as a Lawful Permanent Resident.....</i>	<i>1593</i>
<i>The Physical Presence Requirement .....</i>	<i>1593</i>
<i>Dating Permanent Residency .....</i>	<i>1594</i>
<i>Conditional Permanent Residency .....</i>	<i>1594</i>
<i>Exceptions to the LPR Time Period.....</i>	<i>1594</i>

<i>Continuing Residency</i> .....	1595
<i>Physical Presence</i> .....	1596
<i>Modifications and Exceptions to Continuous Residence and Physical Presence Based on Employment Abroad</i> .....	1597
<i>Employee of U.S. Government or Specified Entities</i> .....	1597
<i>Employee of Certain Media Organizations Abroad</i> .....	1598
<i>Employed Abroad in Religious Vocation</i> .....	1598
<i>N-470, Application to Preserve Residence for Naturalization</i> .....	1598
<i>Place of Residency</i> .....	1599
<i>Other Requirements to Naturalize</i> .....	1601
<i>Attachment to the Constitution</i> .....	1601
<i>Good Moral Character</i> .....	1602
<i>National Security</i> .....	1605
<i>Selective Service Registration</i> .....	1606
<i>The Naturalization Process</i> .....	1607
<i>When Can Application Be Filed?</i> .....	1607
<i>Investigation and Examination</i> .....	1607
<i>The Interview</i> .....	1607
<i>The Decision</i> .....	1611
<i>The Oath</i> .....	1613
<i>Spouses</i> .....	1614
<i>Children</i> .....	1616
Sample Workflow for N-400 Application for Naturalization .....	1621
Sample Eligibility Screening Assessment Tool for Naturalization.....	1627
Sample Intake Questionnaire for Naturalization (Form N-400) for Client.....	1643
Sample Document Checklist Letter for Client for Naturalization Application (N-400).....	1655
Sample Addendum to N-400 for Removal Proceedings and Criminal Charges .....	1659
Sample Addendum to N-400 for Client for Overdue Taxes Owed.....	1661
Sample Addendum to N-400 for Selective Service Registration.....	1663
Sample Packet Preparation and Review Checklist for N-400 Application for Naturalization ....	1665
Sample N-400 Cover Letter for Naturalization after Five Years as an LPR.....	1671
Sample N-400 Cover Letter Where Additional Evidence Required to Address Good Moral Character Issues .....	1673
Sample N-400 Cover Letter for Naturalization as Spouse of U.S. Citizen.....	1675
Sample Letter to Client When N-400 Is Submitted to USCIS.....	1677

Sample N-400 Naturalization Interview Notice.....	1679
Sample Checklist for Naturalization Interview for Client.....	1681
Sample Client Tips for Testifying at a USCIS Naturalization Interview.....	1683
Sample Addendum for Correction of Error on Form N-400 for Client to Present at Interview ..	1685
Sample Notice of Naturalization Oath Ceremony.....	1687
Sample Request to Reschedule Naturalization Oath Ceremony .....	1691
Sample Instructions to Client for Naturalization Oath Ceremony .....	1693
Instructions and Tips for Completing Forms for Naturalization: Forms G-28 and N-400 .....	1695
Sample Application for Naturalization: Forms G-28 and N-400 .....	1719
Sample Packet Preparation and Review Checklist for N-600, Application for Certificate of Citizenship Where U.S. Citizenship Automatically Derived from U.S. Citizen Parent.....	1737
Sample N-600 Cover Letter .....	1741
Sample Workflow for N-600K Application.....	1743
Sample Eligibility Screening Assessment Tool for N-600K Application for Certificate of Citizenship .....	1747
Sample N-600K Cover Letter .....	1751
Sample Packet Preparation and Review Checklist for N-600K, Application for Citizenship and Issuance of Certificate under INA §322.....	1753
Sample Notice of Continuance from USCIS for N-600K.....	1757
Sample N-600K Oath Ceremony Notice.....	1759
Sample Eligibility Screening Assessment Tool for N-470 Application to Preserve Residence for Naturalization Purposes.....	1761
Sample N-470 Cover Letter .....	1763

**VOLUME 3:**

Summary Table of Contents..... v

Preface .....vii

Acknowledgments .....ix

**Chapter 19: T Nonimmigrant Status..... 1**

*Overview ..... 1*

*Severe Forms of Trafficking ..... 1*

*Physical Presence ..... 4*

*Comply with Reasonable Requests of LEA ..... 5*

*Extreme Hardship ..... 7*

*The Filing Process ..... 8*

*Documentation and Evidence..... 9*

*Annual Cap..... 12*

*Admissibility and Waivers..... 12*

*Derivative T Nonimmigrants..... 13*

*Application and Evidence for Derivatives..... 16*

*Benefits and Duration of Status ..... 16*

Sample Workflow for T Nonimmigrant Status..... 19

Sample Eligibility Screening Assessment Tool for T Nonimmigrant Status..... 23

Sample Intake Questionnaire for Client for Application for T Nonimmigrant Status ..... 45

Sample Personal Statement ..... 53

Sample Packet Preparation and Review Checklist for T Nonimmigrant ..... 59

Sample Cover Letter for I-194 Petition for T Nonimmigrant Status ..... 69

Instructions and Tips for Completing Form I-914, Form I-914 Supplement A, and Form I-765 for T Nonimmigrant Petition..... 77

Sample Completed T Nonimmigrant Application: Forms: G-28, I-914, I-914 Supplement A, and I-765 ..... 111

<b>Chapter 20: U Nonimmigrant Status .....</b>	<b>167</b>
<i>Overview .....</i>	<i>167</i>
<i>Criminal Activity .....</i>	<i>168</i>
<i>Qualifying Crime .....</i>	<i>168</i>
<i>Qualifying Victim .....</i>	<i>168</i>
<i>Possess Credible and Reliable Information .....</i>	<i>169</i>
<i>Helpful to Qualifying Agency .....</i>	<i>170</i>
<i>Substantial Physical or Mental Abuse .....</i>	<i>170</i>
<i>The Filing Process .....</i>	<i>171</i>
<i>The Petition Package .....</i>	<i>171</i>
<i>Employment Authorization and the Bona Fide Determination Process .....</i>	<i>173</i>
<i>Admission .....</i>	<i>174</i>
<i>Qualifying Family Members .....</i>	<i>174</i>
<i>Adjustment of Status .....</i>	<i>175</i>
Sample Workflow for U Nonimmigrant Status .....	179
Sample Eligibility Screening Assessment Tool for U Nonimmigrant Status .....	185
Sample Intake Questionnaire for Client for Application for U Nonimmigrant Status .....	201
Sample Personal Statement for U Visa Petitioner .....	209
Sample Cover Letter for Request for U Nonimmigrant Status Certification of I-918 Supplement B . .....	213
Sample Cover Letter for I-918 Petition for U Nonimmigrant Status .....	215
Sample Cover Letter for Petition for U Nonimmigrant Status with Derivative Beneficiary Applicants .....	219
Sample Packet Preparation and Review Checklist for I-918 Petition for U Nonimmigrant.....	225
Sample USCIS Notice of Bona Fide Determination Letter Where a (c)(14) EAD I-765 Application Was Not Previously Filed .....	233
Sample USCIS Notice of Bona Fide Determination Letter Where a (c)(14) EAD I-765 Application Was Previously Filed .....	235
Sample USCIS Notice That No Bona Fide Determination Is Being Made.....	239
USCIS Bona Fide Determination Process Flowchart .....	241
Sample Affidavit of Continuous Presence for U Nonimmigrant I-485 .....	243
Sample Sworn Statement of Compliance with Law Enforcement .....	245
Sample Attorney Cover Letter for I-485 Adjustment of Status Application for U-1 Nonimmigrant .. .....	247
Sample Packet Preparation and Review Checklist for I-485 Application for U Nonimmigrant ...	249

Instructions and Tips for Completing Form I-918, Form I-918 Supplement A, and Form I-765 for U Nonimmigrant Petition.....	253
Sample U Nonimmigrant Petition: Forms G-28, I-918, I-765, and I-765WS .....	295
<b>Chapter 21: VAWA Self-Petitions .....</b>	<b>319</b>
<i>Overview .....</i>	319
<i>General Self-Petition Requirements.....</i>	320
<i>Marriage-Based Cases.....</i>	321
<i>Parent-Child Cases .....</i>	324
<i>The Application Process.....</i>	324
<i>I-360 Process.....</i>	325
<i>I-485 Adjustment of Status Process .....</i>	326
<i>Naturalization .....</i>	327
Sample Workflow for VAWA I-360 Self-Petition with Concurrently Filed I-485 Application....	329
Sample Eligibility Screening Assessment Tool for Self- Petition for Abused Spouse, Child, or Parent under VAWA .....	333
Sample Intake Questionnaire for Self-Petition for Abused Spouse, Child, or Parent under VAWA ..	376
Sample Document Checklist for Client for I-360 for VAWA Self-Petitioning Spouse, Child, or Parent .....	377
Sample VAWA I-360 Attorney Cover Letter .....	385
Sample VAWA I-360 Exhibit List.....	391
Sample VAWA I-360 Client Declaration .....	393
Sample Packet Preparation and Review Checklist for Self-Petitioning Abused Spouse, Child, or Parent under VAWA .....	403
Sample VAWA I-360 Prima Facie Determination .....	415
Instructions and Tips for Completing Form I-360 for VAWA Self-Petitioning Spouse or Child of a U.S. Citizen or Lawful Permanent Resident or a VAWA Self-Petitioning Parent of U.S. Citizen Son or Daughter .....	417
Sample Completed VAWA Application: Forms G-28, I-360.....	431

<b>Chapter 22: Temporary Protected Status (TPS)</b> .....	<b>455</b>
<i>Overview</i> .....	455
<i>The General TPS Application Process</i> .....	456
<i>Timing</i> .....	457
<i>What to File</i> .....	458
<i>Forms</i> .....	458
<i>Fee</i> .....	458
<i>Supporting Evidence</i> .....	459
<i>Waiving Inadmissibility</i> .....	460
<i>Travel and Adjustment of Status</i> .....	461
<i>Denials Appeals</i> .....	462
<i>TPS Termination</i> .....	462
<i>Other Designations</i> .....	463
Sample Workflow for Application for Temporary Protected Status (TPS) .....	465
Sample Eligibility Screening Assessment Tool for TPS.....	469
Sample Intake Questionnaire for Initial Request for TPS.....	477
Sample Checklist of Documents for Client for Initial Request for TPS .....	489
Sample Attorney Cover Letter for TPS Initial Registration .....	491
Sample Cover Letter for TPS Re-Registration Where Requesting EAD.....	493
Sample Cover Letter for Late Re-Registration for TPS .....	495
Sample Client Declaration for TPS Late Re-Registration .....	497
Sample Packet Preparation and Review Checklist for a TPS Application.....	499
Sample TPS I-821 Receipt Notice .....	505
Sample TPS I-821 Approval Notice.....	507
Sample Letter to Employer Regarding Automatic Extension of TPS EAD.....	511
Instructions and Tips for Completing Forms for Temporary Protected Status: G-28, I-821, and I-765 .....	515
Sample Request for TPS with Application for Employment Authorization Document: Forms G-28, I-821, and I-765 .....	537

<b>Chapter 23: Deferred Action for Childhood Arrivals (DACA) Program.....</b>	<b>561</b>
<i>Overview</i> .....	561
<i>Requirements</i> .....	565
<i>Age</i> .....	565
<i>Education</i> .....	565
<i>Travel</i> .....	566
<i>Criminal Activity and National Security Threats</i> .....	569
<i>Legal Status on June 15, 2012</i> .....	569
<i>The DACA Application Process</i> .....	570
Sample Workflow for Deferred Action for Childhood Arrivals (DACA).....	573
Sample Eligibility Screening Assessment Tool for DACA .....	579
Sample Intake Questionnaire for Initial DACA Request.....	589
Sample Checklist of Documents for Client for Initial Request for DACA.....	595
Sample Intake Questionnaire and Document Checklist for Renewal of DACA .....	601
Sample Packet Preparation and Review Checklist for a DACA Application (Initial and Renewal Request).....	605
Sample Cover Letter for Initial DACA Request.....	613
Sample Cover Letter for DACA Renewal Request.....	617
Sample DACA Checklist and Decision Processing Worksheet Used by USCIS Adjudicators.....	619
Sample DACA I-821D Receipt Notice .....	623
Sample DACA I-765 Receipt Notice.....	625
Sample DACA I-821D Approval Notice .....	629
Sample Cover Letter for DACA-Based Advance Parole Travel Document.....	631
Sample DACA Advance Parole Authorization Document .....	633
Instructions and Tips for Completing Forms for DACA: G-28, I-821D, I-765, and I-765WS .....	635
Sample Initial Request for DACA: Forms G-28, I-821D, I-765, and I-765WS .....	659
<b>Chapter 24: Humanitarian Parole.....</b>	<b>679</b>
<i>Overview</i> .....	679
<i>History</i> .....	679
<i>Humanitarian Parole Types</i> .....	680
<i>Application Process</i> .....	680
<i>Form I-131</i> .....	680
<i>Form I-134</i> .....	681

<i>USCIS Adjudication</i> .....	682
<i>Programs</i> .....	683
<i>Uniting for Ukraine</i> .....	683
<i>Cubans, Haitians, Nicaraguans, and Venezuelans</i> .....	687
<i>Key Differences: Standard Humanitarian Parole and Special Programs (U4U/CHNV)</i> .....	690
<i>Afghan Nationals</i> .....	691
<i>Central American Minors Refugee and Parole Program</i> .....	692
<i>Cuban Family Reunification Program</i> .....	695
<i>Haitian Family Reunification Program</i> .....	696
Sample Workflow for Humanitarian Parole.....	699
Sample Eligibility Screening Assessment Tool for Humanitarian Parole .....	703
Sample Intake Questionnaire for Initial Humanitarian Parole Request .....	713
Sample Checklist of Documents for Client for Initial Request for Humanitarian Parole .....	731
Sample Statement of Client Authorization to Submit Online Form I-134A.....	733
Sample Packet Preparation and Review Checklist for Humanitarian Parole Application .....	735
Sample Cover Letter for Humanitarian Parole Application—Afghanistan .....	737
Sample Cover Letter for Application for Expedited Processing of Emergency Humanitarian Parole— Medical Need .....	741
Sample Form I-131 Approval Notice.....	745
Sample Form I-131 Receipt Notice.....	749
Sample Form I-134A Confirm Notice .....	751
Sample Form I-134A Receipt Notice.....	753
Sample Courtesy Notice from USCIS Authorizing Travel to the United States.....	755
Instructions and Tips for Completing Forms for Humanitarian Parole: G-28, I-131, I-134 .....	757
Sample Completed Forms for Traditional Humanitarian Parole: G-28, I-131, and I-134 .....	769
Sample Request for Special Programs Humanitarian Parole (CHNV): Forms I-134 and I-134A.....	797