



# PRO SE

# Petición para el cambio de jurisdicción

Consejos para ayudar a los inmigrantes en proceso de deportación a trasladar su caso a otro tribunal

# AGENDA

- ¿Qué es el proyecto Pro Se Plus?
- ¿Qué es una petición para el cambio de jurisdicción?
- Información relevante
- Elementos de una petición para el cambio de jurisdicción
- Pasos a completar para presentar esta petición
- Cómo actualizar la dirección con ICE y USCIS
- Preguntas

# QUE ES EL CAMBIO DE JURISDICCIÓN

- Un cambio de jurisdicción es el término jurídico que se refiere al traslado de un juicio a otro tribunal. Usted puede pedir al tribunal que realice este traslado presentando una petición formal para el cambio de jurisdicción
- Una petición para el cambio de jurisdicción no cambia la dirección en ICE o USCIS. Este tramite se debe hacer de manera separada.
  - Cubriremos este tema durante la presentación
- ¿En qué circunstancias un cambio de jurisdicción puede ser necesario para una persona?
  - Por dónde entraron en EE.UU. o se encontraron con agentes de inmigración
  - En caso de que el lugar donde fueron detenidos sea distinto a donde viven
  - En caso de mudarse a otro estado

# Información que necesitará

- El número A del solicitante
  - El número A es un número de identificación único, asignado a cualquier persona que haya tenido contacto con oficiales de inmigración
  - El número A se encuentra en casi todos los documentos de inmigración
- Notificación de comparecencia o documentos de CBP/ICE de la frontera con la dirección que DHS tenga archivada del solicitante
  - Si usted no tiene ninguno de estos documentos busque su número A en el sistema de EOIR para que pueda ver la siguiente audiencia.
    - Puede consultar esto llamando al (800) 898 7180 o visitando la página web: <https://acis.eoir.justice.gov/en/>
- Prueba de dirección en NYC con nombre y si es posible fecha

En el tribunal de inmigración se le denomina "demandado" al solicitante.

# Notificación de comparecencia

**Your A number**

**Notice to Appear**

U.S. Department of Homeland Security

**In removal proceedings under section 240 of the Immigration and Nationality Act:**

Subject ID: [REDACTED] FINS #: [REDACTED] File No: [REDACTED]  
 DOB: [REDACTED] Event No: [REDACTED]

In the Matter of:  
 Respondent: [REDACTED] currently residing at:  
 [REDACTED] (Number, street, city and ZIP code) [REDACTED] (Area code and phone number)

1. You are an arriving alien.  
 2. You are an alien present in the United States who has not been admitted or paroled.  
 3. You have been admitted to the United States, but are removable for the reasons stated below.

The Department of Homeland Security alleges that you:  
 1. You are not a citizen or national of the United States;  
 2. You are a native of HONDURAS and a citizen of HONDURAS;  
 3. You arrived in the United States at or near [REDACTED], on or about [REDACTED];  
 4. You were not then admitted or paroled after inspection by an Immigration Officer.

**The immigration court where your hearing will be scheduled**

On the basis of the foregoing, it is charged that you are subject to removal from the United States pursuant to the following provisions of law:  
 212(a)(5)(A)(i) of the Immigration and Nationality Act, as amended, in that you are an alien present in the United States without being admitted or paroled, or who arrived in the United States at any time or place other than as designated by the Attorney General.

This notice is being issued after an asylum officer has found that the respondent has demonstrated a credible fear of persecution or torture.  
 Section 235(b)(1) order was vacated pursuant to:  8CFR 208.30(f)(2)  8CFR 235.3(b)(5)(iv)

**YOU ARE ORDERED to appear before an immigration judge of the United States Department of Justice at:**  
 9701 Executive Center Drive Suite 400 Charlotte NC 28212

*(Complete Address of Immigration Court, including Room Number, if any)*  
 on a date to be set at a time to be set to show why you should not be removed from the United States based on the charge(s) set forth above.

NICHOLAS E. MUNDO ACTING PATROL AGENT IN CHARGE  
*(Signature and Title of Issuing Officer)*

Date: April 18, 2018 McAllen, Texas  
*(City and State)*

See reverse for important information

Form I-862 (Rev. 08/01/07) N

# Documentos de inmigracion comunes

## Formulario I-385

FINS #: [REDACTED] Subject ID: [REDACTED] Event No: [REDACTED]

1. FAMILY NAME (Capitol Letters) First Name Middle Name		2. Age	3. Country of Citizenship
4. Alias		5. Date Apprehended	6. Office RGV/MCS
7. Birth Date	8. Birth Place		14x
9. Sex <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	10. OSC/WA Served <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Explain)		
11. File Number	12. Bond Date Posted \$		
13. CINS <input type="checkbox"/> Yes <input type="checkbox"/> No	14. Medical Alert <input type="checkbox"/> No <input type="checkbox"/> Yes (Explain)		
15. TRANSFER DATE		FROM	TO
A			
B			
C			
16. ADMITTED BY:		19. RELEASED TO: <input type="checkbox"/> W/R <input type="checkbox"/> Deport	
17. SEARCHED IN BY:		20. RELEASED BY:	
18. DATE ADMITTED:		21. DATE RELEASED:	
24. Remarks: SUBJECT STATES THAT HE/SHE IS IN GOOD HEALTH.		22. Rt. Index Print - In	
		23. Rt. Index Print - Out	

FORM I-385 (08/01/07) ALIEN BOOKING RECORD  
 UNITED STATES DEPARTMENT OF HOMELAND SECURITY



## Limite y explique los servicios que provee

Explique lo que hace

Clarifique que usted no es un abogado y que ellos deben continuar buscando representación judicial

Se recomienda usar un documento escrito que detalle los límites de sus servicios y que el solicitante lo firme como prueba de que entiende de estos términos

## Formularios Requeridos

Peticion para cambiar de jurisdicción

- Debe incluir la Orden ("ROR") y el Certificado de servicio

EOIR-33

Con prueba de residencia en NYC

EOIR-61

Requerido de aquellos que asisten con servicios pro se y presentaciones ante el tribunal de inmigracion

# PASO 1

Consulte la información de su caso con EOIR a través de la página web <https://acis.eoir.justice.gov/en/> usando su número A

Esto le dará información sobre su siguiente audiencia, nombre del juez, ubicación del tribunal y el número de teléfono de este.



## Automated Case Information

Name:  | A-Number:  | Docket Date:

### Next Hearing Information

Your upcoming **MASTER** hearing is on **May 3, 2023** at **1:00 PM**.

**JUDGE**

**COURT ADDRESS**  
26 FEDERAL PLZ, 12TH FL RM1237  
NEW YORK, NY 10278

### Decision and Motion Information

  
*This case is pending.*

### Case Appeal Information

  
*This case is pending.*

### Court Contact Information

If you require further information regarding your case, or wish to file additional documents, please contact the immigration court.

**COURT ADDRESS**  
26 FEDERAL PLZ 12TH FL RM 1237  
NEW YORK, NY 10278

**PHONE NUMBER**  
(212) 264-5958

\*Si la información no aparece en el sistema, esto significa que la notificación de comparecencia no ha sido presentada ante un tribunal por lo cual no podrá presentar una petición para cambiar de jurisdicción \*

# Paso 2

- La petición contiene:
  1. Hoja de presentación del EOIR
  2. Petición
  3. Orden ("ROR")
  4. Certificado de servicio
- Lista de todos los nombres y números A (si es un grupo familiar)
- Asegúrese de que los nombres estén deletreados de la misma manera que se encuentra en el record de EOIR
- En la narrative explique porque un cambio de jurisdicción es necesario (y porque comparecer ante el tribunal de otro estado le representa una adversidad)
- Peda al demandado principal que lo revise y firme
- Usted firmara el certificado de servicio

# EJEMPLO

Name: John Doe Non-Detained

Address: 12 Main St  
Queens, NY 12345

Phone: (123)-456-7890

UNITED STATES DEPARTMENT OF JUSTICE  
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW  
IMMIGRATION COURT  
New York, New York  
(City, State of Immigration Court)

In the matter(s) of:  
Doe, John

File No. A 123-456-789

Respondent(s)

In Removal Proceedings

Immigration Judge: John Smith Next Hearing: October 12, 2022 at 8:30am  
(Date and Time)

**RESPONDENT'S PRO SE MOTION TO CHANGE VENUE**

Name: John Doe Non-Detained

Address: 12 Main St  
Queens, NY 12345

Phone: (123)-456-7890

UNITED STATES DEPARTMENT OF JUSTICE  
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW  
IMMIGRATION COURT  
Dallas, Texas  
(City, State of Immigration Court)

In the matter(s) of:  
Doe, John

File No. A 123-456-789

Respondent(s)

In Removal Proceedings

Immigration Judge: John Smith Next Hearing: October 1, 2022 at 8:30am  
(Date and Time)

**RESPONDENT'S PRO SE MOTION TO CHANGE VENUE**

The Respondent(s), [Redacted],  
John Doe, respectfully requests  
that the Immigration Judge change the venue of his/her removal proceedings from  
Dallas, Texas to the Immigration Court with  
jurisdiction over the address found below. The Immigration Court may grant a change of  
venue "for good cause." 8 C.F.R. §1003.20(b).

Respondent submits there is good cause in this case. Respondent will be residing at the  
following address: 12 Main St. Queens, NY 12345

My current phone number is (123) 456-7890. My next hearing date is scheduled on  
October 1, 2022 at 8:30 AM. before Judge Smith in Dallas TX.  
I do not currently live in Dallas and we do not have any connections to Dallas I am  
seeking counsel near my home in the New York City area. I am unable to afford to  
travel the long distance to Dallas to attend my hearings and pay for room and board.  
Additionally, travel during the pandemic is risky and may become even more difficult  
if we enter another lock-down. Please change my court location to New York so I  
can more easily and safely attend all of my future hearings. When my case is  
transferred, I will continue to seek relief from removal in the form of asylum.

The Department of Homeland Security would not suffer any prejudice as a result of a  
change of venue. Based upon the foregoing, Respondent respectfully requests that this motion  
to change venue be granted.

Respectfully submitted,

[Redacted Signature] [Redacted Date]

Signature Date

1 2

UNITED STATES DEPARTMENT OF JUSTICE  
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW  
IMMIGRATION COURT

(City, State of Immigration Court)

In the Matter(s) of

Doe, John

A#: 123-456-789

ORDER OF THE IMMIGRATION JUDGE

Upon consideration of the RESPONDENT'S PRO SE MOTION TO CHANGE VENUE, it is  
HEREBY ORDERED that the motion be  GRANTED  DENIED because:

- DHS does not oppose the motion.
- The respondent does not oppose the motion.
- A response to the motion has not been filed with the court.
- Good cause has been established for the motion.
- The court agrees with the reasons stated in the opposition to the motion.
- The motion is untimely per \_\_\_\_\_.
- Other:

Deadlines:

- The application(s) for relief must be filed by \_\_\_\_\_.
- The respondent must comply with DHS biometrics instructions by \_\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

Immigration Judge

Certificate of Service  
This document was served by:  Mail  Personal Service  
To:  Alien  Alien c/o Custodial Officer  Alien's Atty/Rep  DHS  
Date: \_\_\_\_\_ By: Court Staff \_\_\_\_\_

Name(s): John Doe

A# 123-456-789

PROOF OF SERVICE

On \_\_\_\_\_, I, \_\_\_\_\_, mailed

or delivered a copy of this RESPONDENT'S PRO SE MOTION TO CHANGE VENUE to  
the DHS/ICE Office of Chief Counsel at the following address:

by \_\_\_\_\_  
(method of delivery)

Signature

Date

# PASO 3

# ICE OPLA ADDRESS

- Busque la dirección correspondiente a ICE OPLA:

<https://www.ice.gov/contact/field-offices?office=12>

Necesitará esto para:

- Certificado de Servicio
- EOIR 33 Formulario de cambio de dirección
  - Al final para el servicio
- EOIR-61 Notificación de comparecencia limitada
  - Para el certificado de servicio

*La dirección que busca es la misma ciudad en la que se encuentra el caso ahora, NO a la que desea cambiarlo.*



## PASO 4

# FORMULARIO EOIR 33 CAMBIO DE DIRECCIÓN

- Descargue formulario EOIR-33 correspondiente para el tribunal que tiene jurisdicción
  - Este es el tribunal que aparece en el portal de casos
  - <https://www.justice.gov/eoir/form-eoir-33-eoir-immigration-court-listing>
- Complete el formulario con la dirección que aparece en la Notificación de comparecencia y la nueva dirección.
- Complete un EOIR-33 para cada demandado
- Pídeles que revisen toda la información y que provean su firma
  - Los padres pueden firmar por menores de edad (menos de 14 años)
- Firme usted el certificado de servicio al final de formulario
- Adjunte documentos que prueben su dirección
  - Correspondencias
  - Facturas

### Change of Address/Contact Information Form Immigration Court

**Instructions:** To complete this form, fill out all blanks below, including proof of service, which certifies that you will provide a copy of this form to the Department of Homeland Security (DHS). After filling in the blanks and signing both the declaration and proof of service, you must submit the form electronically, in person, or by mail. If submitting electronically, file in Respondent Portal at <https://respondentaccess.eoir.justice.gov>. Attorneys and fully accredited representatives submitting this form electronically must file in Case Portal at <https://portal.eoir.justice.gov>. If submitting by mail, follow the mailing instructions on Page 2. You must submit a separate copy of this form for each individual who has a case pending in immigration court and whom the change of information affects.

You must file this form with the immigration court within five working days of the change to your contact information, or your receipt of a charging document (e.g., a Notice to Appear) with incorrect contact information. The immigration court will send all official correspondence (e.g., notices, decisions) to the address you provide. The immigration court will only make any change(s) to your contact information in EOIR's records upon receipt of this form; the immigration court will not change your contact information based on different information on pleadings, motions, or other communications with the court.

If you fail to appear at any hearing before an immigration judge when notice of that hearing or other official correspondence was served on you or sent to the address you provided, DHS may take you into custody. In addition, the immigration court may conduct your hearing in your absence and enter an order of removal, deportation, or exclusion against you. If the court enters such an order, you may be ineligible for certain forms of relief from removal under the Immigration and Nationality Act as follows:

- If you are in *removal* proceedings: You will be subject to an order of removal for a period of ten years after the date of entry of the final order. You may also become ineligible for voluntary departure, cancellation of removal, and adjustment of status or change of status.
- If you are in *deportation* proceedings: You will be subject to an order of deportation for a period of five years after the date of the entry of the final order. You may also become ineligible for voluntary departure, suspension of deportation or voluntary departure, and adjustment of status or change of status.
- If you are in *exclusion* proceedings: Your application for admission to the United States may be considered withdrawn.

Name – Last, First, Middle, Suffix (if applicable):	A-Number:
<b>My FORMER address and phone number were:</b>	
"in care of" other person (if any)	
Number; Street; Apartment (if any)	
City, State, and ZIP code; Country (if other than U.S.)	
Phone Number (include country code if other than U.S.)	
Email Address	
<b>My CURRENT address and phone number are:</b>	
"in care of" other person (if any)	
Number; Street; Apartment (if any)	
City, State, and ZIP code; Country (if other than U.S.)	
Phone Number (include country code if other than U.S.)	
Email Address	

I declare under penalty of perjury, pursuant to 28 U.S.C. § 1746, that I am the person named above associated with the A-Number listed above, and that the information contained in this form is true and correct to the best of my knowledge.

<b>SIGN HERE</b>	x	Date
	Signature	

**PROOF OF SERVICE**

I, \_\_\_\_\_, provided a copy of this Change of Address Form on, \_\_\_\_\_ to the  
(Name) (date)  
to the Office of the Principal Legal Advisor for DHS Immigration and Customs Enforcement-ICE at:

(Indicate if electronic/email service, or in-person or mail service (provide Number and Street, City, State, ZIP Code))

By signing, I agree to provide a copy of this Change of Address Form to the Office of the Principal Legal Advisor for DHS Immigration and Customs Enforcement-ICE at the location I selected above. I understand that I can provide DHS with a copy either electronically through the DHS eService portal (register at <https://eservice.registration.ice.gov>), or by mail or personal delivery.

No service needed. I am an ECAS-registered user who filed through the ECAS Case Portal.

<b>SIGN HERE</b>	x	
	Signature	

Firma del  
demandado



Su Firma



Dirección OPLA

# PASO 5

## EOIR - 61

- Este formulario es ahora obligatorio para quienes asisten con servicios pro se y presentaciones ante los tribunales de inmigración
  - En la parte superior, introduzca la dirección del peticionario
  - Marque la casilla "petición" y escriba "petición para cambiar de lugar" en la descripción.
  - Marque la casilla "Otros" en Tipo de procedimiento e introduzca "Deportación"
  - Marque la casilla que le aplique:
    - 4th box for "reputable individual"
    - 1st box for "attorney" + your bar information
  - Rellene sus datos, con la dirección de su oficina, y firme
  - Introduzca la dirección OPLA del ICE correspondiente y firme el certificado de servicio.
  - Si hay más de un peticionario, puede indicar (nombre y #A) en la casilla de información adicional.

(Type or Print)  
**NAME AND ADDRESS OF ASSISTED PARTY**

(First)	(Middle Initial)	(Last)
(Number and Street)	(Apt. No.)	
(City)	(State)	(Zip Code)

**ALIEN REGISTRATION NUMBER ("A-Number")**  
(Provide A-Number of the assisted party in this case.)

**Entry of limited appearance for** (please check all that apply and provide a brief description of the assisted document(s) in the space provided below. Additional information may be provided on the reverse side of this form):

Application  Brief  Motion  Other Document

Description: Motion to Change Venue

Proceeding Type:  Bond  Other (i.e. removal, credible fear, asylum-only) Removal

**Attorney or Representative (please check one of the following):**

I am an attorney eligible to practice law in, and a member in good standing of, the bar of the highest court(s) of the following states(s), possession(s), territory(ies), commonwealth(s), or the District of Columbia (use additional space on reverse side if necessary) and I am not subject to any order disbaring, suspending, enjoining, restraining or otherwise restricting me in the practice of law in any jurisdiction (if subject to such an order, do not check this box and explain on reverse).

Full Name of Court \_\_\_\_\_ Bar Number (if applicable) \_\_\_\_\_

I am a representative accredited to appear before the Executive Office for Immigration Review as defined in 8 C.F.R. § 1292.1(a)(4) with the following recognized organization: \_\_\_\_\_

I am a law student or law graduate of an accredited U.S. law school as defined in 8 C.F.R. § 1292.1(a)(2) (EOIR-61 must be filed by supervising attorney or accredited representative along with that supervisor's EOIR-61).

I am a reputable individual as defined in 8 C.F.R. § 1292.1(a)(3).

I am an accredited foreign government official, as defined in 8 C.F.R. § 1291.1(a)(5), from \_\_\_\_\_ (country).

I am a person who was authorized to practice on December 23, 1952, under 8 C.F.R. § 1292.1(b).

**Attorney or Representative:**

I hereby enter my limited appearance at the request of the party named above. I have explained the limited nature of my assistance to the party named above, including an instruction that I am not agreeing to serve as the party's attorney or representative in proceedings before EOIR. I have read and understand the statements provided on the reverse side of this form that set forth in the regulations the conditions governing limited appearances and representations before EOIR. By signing this form, I consent to publication of my name and any findings of misconduct by EOIR, should I become subject to any public discipline by EOIR pursuant to the rules and procedures at 8 C.F.R. 1003.101 *et seq.* I declare under penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

SIGNATURE OF ATTORNEY OR REPRESENTATIVE \_\_\_\_\_ EOIR ID NUMBER \_\_\_\_\_ DATE \_\_\_\_\_

**NAME OF ATTORNEY OR REPRESENTATIVE & CONTACT INFORMATION**

Name: \_\_\_\_\_  
(First) (Middle Initial) (Last)

Address \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Law Firm or Organization: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

**Proof of Service**

I (Name) \_\_\_\_\_ emailed, mailed or delivered a copy of this Form EOIR-61 on \_\_\_\_\_ (Date)

to the DHS (Immigration and Customs Enforcement – ICE) at \_\_\_\_\_

X \_\_\_\_\_  
Signature

**Additional Information**

Si hay más de un peticionario,  
indíquelo aquí

**LIMITED APPEARANCES - A Form EOIR-61 shall be filed together with the assisted filing at the time the documents are filed with the immigration court. At this time, because pro se respondent cases are not eligible for electronic filing, all Forms EOIR-61, together with the assisted filing, shall be physically filed with the appropriate immigration court (for further information, please see the Immigration Court Practice Manual, which is available on the EOIR website at [www.justice.gov/eoir](http://www.justice.gov/eoir)). The attorney or representative must check the box indicating whether the limited appearance is for a particular motion, pleading, brief, application, or other document. Each subsequent filing or submission must be accompanied by a new limited appearance form. When a limited appearance is executed, the attorney or representative's signature constitutes a representation that, under the provisions of 8 C.F.R. part 1003, they are an authorized and qualified practitioner, have notified the client about the scope of the limited appearance, and will comply with the EOIR Rules of Professional Conduct in 8 C.F.R. § 1003.102.**

**FREEDOM OF INFORMATION ACT - This form may not be used to request records under the Freedom of Information Act or the Privacy Act. The manner of requesting such records is in 28 C.F.R. §§ 16.1-16.11 and appendices. For further information about requesting records from EOIR under the Freedom of Information Act, see How to File a Freedom of Information Act (FOIA) Request with the Executive Office for Immigration Review, available on EOIR's website at <http://www.justice.gov/eoir>.**

**PRIVACY ACT NOTICE - The information requested on this form is authorized by 8 U.S.C. §§ 1229(a), 1362 and 8 C.F.R. § 1003.17 in order to enter an appearance before EOIR. The information you provide is mandatory and required to enter an appearance. Failure to provide the requested information will result in an inability to enter an appearance. EOIR may share this information with others in accordance with approved routine uses described in EOIR's system of records notice, EOIR-001, Records and Management Information System, 69 Fed. Reg. 26,179 (May 11, 2004), or its successors and EOIR-003, Practitioner Complaint-Disciplinary Files, 64 Fed. Reg. 49237 (September 1999). Furthermore, the submission of this form acknowledges that an attorney or representative will be subject to the disciplinary rules and procedures at 8 C.F.R. 1003.101 *et seq.*, including, pursuant to 8 C.F.R. §§ 292.3(h)(3), 1003.108(c), publication of the name of the attorney or representative and findings of misconduct should the attorney or representative be subject to any public discipline by EOIR. **CASES BEFORE EOIR - Automated information about cases before EOIR is available by calling (800) 898-7180 or (240) 314-1500.****

**FURTHER INFORMATION - For further information, please see the Immigration Court Practice Manual, which is available on the EOIR website at [www.justice.gov/eoir](http://www.justice.gov/eoir).**

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete this form is six (6) minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to the Executive Office for Immigration Review, Office of the General Counsel, 5107 Leesburg Pike, Suite 2600, Falls Church, Virginia 22041.

# PASO 6

## ASSEMBLE, COPY, MAIL

- Assemble the motion in this order:
  1. Motion
  2. EOIR-33(s)
  3. Proof of address
  4. EOIR-61

\*Put the Order and Certificate of Service at end of motion\*
- Make 3 copies of the assembled motion
  - ICE OPLA, Respondent, and your file
  - Electronic copies for Respondent and your file is recommended
- Mail to the court and OPLA in the proper jurisdiction in a way that can be tracked (for example, FedEx)
- Explain to individual s/he may receive the judge's order granting or denying the motion to change venue in the mail. You can offer to review the order and let them know what it says.

**Keep submission one-sided!**

# SEGUIMIENTO

- Compruebe el estado del caso EOIR una semana después de presentarlo. Si pasan semanas sin que haya un cambio de jurisdicción, llame al juzgado, preferiblemente con el solicitante, ya que usted no es el abogado del expediente y es probable que el secretario del tribunal se niegue a hablar con usted.
- Es posible que tenga que dejar un mensaje. Incluya el nombre y el número A del solicitante principal, explique por qué llama (para comprobar la petición pro se), deje su número y el del solicitante.
- Compruebe -y siga comprobando- cuándo es la próxima audiencia del solicitante
  - Si no ha recibido una respuesta sobre la petición antes de la fecha de la audiencia o si la petición fue denegada, el solicitante DEBE asistir a la audiencia o de lo contrario se ordenará su deportación.
    - Usted o el solicitante pueden llamar al tribunal para ver si pueden comparecer a través de Webex el día de la vista y asistir al solicitante en el uso de Webex.
  - Si se concede la petición, siga consultando el sistema EOIR para asegurarse de que la ubicación del caso ha cambiado y si se ha programado una nueva audiencia. Si no es así, revise el sistema una vez a la semana.

# ACTUALIZAR A ICE Y USCIS

- El Servicio de Inmigración y Control de Aduanas de Estados Unidos (ICE, por sus siglas en inglés)
  - Usa el mismo formulario EOIR-33, pero debe presentarse a una Oficina de campo local de ICE
  - Visite <https://www.ice.gov/contact/check-in> para encontrar la oficina de campo de la ciudad desde la que está solicitando el cambio de jurisdicción
  - Envíe este formulario por correo a la ubicación donde se reporta con ICE
  - O envíelo por correo electrónico al correo de la oficina de campo:
    - [New York.Outreach@ice.dhs.gov](mailto:New York.Outreach@ice.dhs.gov)
- ▶ El Servicio de Ciudadanía e Inmigración de Estados Unidos
- ▶ Formulario AR-11
  - ▶ Puede ser presentado a través de la página web:
    - ▶ <https://egov.uscis.gov/coa/displayCOAForm.do>
  - ▶ Para víctimas de violencia doméstica tráfico humano y otros crímenes
    - ▶ Formulario AR-11
    - ▶ Envíe copia por correo a :
      - U.S. Citizenship and Immigration Services
      - Attn: Humanitarian Division
      - Vermont Service Center
      - 38 River Road
      - Essex Junction, VT 05479-0001



¿PREGUNTAS?