



KNOW YOUR RIGHTS: WHAT ARE THE DIFFERENCES BETWEEN MY ICE CHECK-INS AND MY IMMIGRATION COURT HEARINGS?

What are ICE Check-ins? What happens during ICE check-ins?

Immigration and Customs Enforcement (ICE) is the immigration agency of the U.S government in charge of enforcing immigration laws, like an immigration "police officer". The Intensive Supervision Appearance Program (ISAP) is run by ICE and is an "alternative to detention program," meaning you don't have to stay in detention while you wait for your court hearings if you follow the imposed rules on you, such as attending ICE check-ins or wearing an ankle monitor.

At an ICE/ISAP check-in, you will meet with an ICE agent who will ensure that you comply with the terms of your release. ICE must provide you with a list of requirements that you must follow. If you do not meet these requirements, ICE may impose additional requirements or even detain you. At an ICE check-in, you will not see a judge, and the agent will not make any decisions about your applications for legal status or whether or not you should win your case.

What should I do if I have ICE check-ins?

If you received a Notice to Report for ICE check-ins (Example on the Right), you have a certain period of time (for example, 60 days) to check-in with ICE at your local office. Schedule your ICE check-in by visiting checkin.ice.gov/fos and following the instructions. If you move to a new place, visit <https://www.ice.gov/check-in> to make an appointment at your local office.

Certain people receive a cell phone, with instructions to use an "app" to complete with their check-ins. If you receive a cell phone to do your check-ins, use it as directed to answer calls or messages from your ICE officer. **You must attend all appointments that you make or have been scheduled by ICE.**

DEPARTMENT OF HOMELAND SECURITY
CALL-IN LETTER

To (Name, Address, City, State, Zip Code)
[Redacted]

File Number [Redacted]
Date [Redacted]

Please come to the office listed below at the time and place indicated in connection with an official matter.

Office Location	201 Varick Street, Room 12155 New York, NY 10014
Time and Hour	January 3, 2018 @ 0900 AM
Ask For	A. Deportation Officer
Reason for Appointment	Case Review
Bring With You	Any Immigration Documents, Valid Passport and This Letter

It is important that you keep this appointment and bring this letter with you.
If you are unable to do so, state your reason, sign below, and return this letter to this office at once.

James Archambault, OIG
Name and Title of Authorizing Official
James Archambault
Signature of Authorizing Official

I am unable to keep the appointment because:
[Redacted]

Signature _____ Date _____

DHS Form G-50 (1/09)

What do if you are experiencing any issues scheduling your ICE check in or with the ICE phone App?

If you are having problems with the website, you can also try calling the ERO hotline at **1-(800)351-4024**. If no one answers, you can leave a voicemail stating your name, phone number, and A-number. If you are having difficulty getting an appointment, keep trying and keep a record of your attempts (write down the time and date of your attempts and take a screenshot of the website and your call logs). If you were given a cell phone to do your check-ins, and the app is not working, you can visit your local office for assistance with your cell phone.

What is Immigration Court? What happens when you are scheduled for Court?

The immigration court, also known as the Executive Office for Immigration Review (EOIR) will decide whether you can legally remain in the U.S. At an immigration court hearing, you will appear before an immigration judge who will ask you to present your evidence and submit any applications for immigration benefits. The judge evaluates your case and make a decision. U.S law requires EOIR to provide you with written notice of the date, time, and place of your hearing.

You must attend all your court hearings, because if you do not attend, you will be ordered deported. Failure to attend because you forgot your court date or did not receive your notice because it was sent to a previous address are not sufficient excuses to miss a hearing.

You must also change your address with the court by submitting a change of address form both with the court and with ICE (Form EOIR-33).

How do I check if I have immigration court?

To find out the details of your next hearing, you can call 1(800)898-7180 and dial your A#, a nine-digit number located on your immigration documents (Example on the Right). Or visit acis.eoir.justice.gov and enter your A# (see picture below), Even if you do not appear in the automated system at first, you should call or check once per week so that you learn about your hearing date as soon as possible.

The screenshot shows a web form titled "Enter your A-Number". It features a row of nine input boxes for digits, with the first box containing the number "1". Below the boxes is a "SUBMIT" button. A link "What's an A-Number?" is visible. A disclaimer at the bottom states: "Case information from this automated resource is provided for convenience only. Documents the immigration court or Board of Immigration Appeals issue to you or your representative are the only official determinations related to your case."

The document is a "NOTICE OF HEARING IN REMOVAL PROCEEDINGS" from the Immigration Court, 100 MONTGOMERY ST., SUITE 800, SAN FRANCISCO, CA 94104. The date is Aug 11, 2016. The recipient is Brown Legal, 7775 33rd Ave, San Francisco, CA 94120. The hearing is scheduled for Oct 13, 2016, at 100 MONTGOMERY ST., 8TH FLOOR, COURTROOM 7, SAN FRANCISCO, CA 94104. The notice includes instructions on representation, failure to appear, and how to change address. It also contains a "CERTIFICATE OF SERVICE" section indicating the document was served by mail on 8/11/16.

HOW TO REPORT TO ICE

If you have an electronic monitoring device (GPS or ICE issued phone), please send an email to ERONYCATD@ice.dhs.gov to schedule an appointment. Include your alien registration number, address, and contact number when communicating with ICE regarding your case.

All others, please write to the scheduling mailbox at ERONYCAppointments@ice.dhs.gov. Include your alien registration number, address, and contact number when communicating with ICE regarding your case.

SPANISH TRANSLATION:

Si tiene aparato de monitoreo electrónico (GPS o teléfono por ICE), envíe un correo electrónico a: ERONYCATD@ice.dhs.gov para una cita. Por favor incluye el número de inmigración, dirección actual y número de teléfono en sus comunicaciones con ICE.

Todos los demás, escriba un correo electrónico a ERONYCAppointments@ice.dhs.gov. Para recibir una cita. Por favor incluye el número de inmigración, dirección actual y número de teléfono en sus comunicaciones con ICE.

CREOLE TRANSLATION:

Si ou gen yon aparèy siveyans elektwonik (GPS oswa telefòn ICE bay), tanpri ekri bwat elektwonik sila ERONYCATD@ice.dhs.gov pou pran yon randevou. Enkli nimewo etranje ou oswa nimewo dosye ou, adres lakay ou avek nimewo kote yo ka rele w lè ou ap kominike avek ICE konsenan ka w la.

Tout lòt moun sipoze fè randevou nan bwat elektwonik sila ERONYCAppointments@ice.dhs.gov. Enkli nimewo etranje ou oswa nimewo dosye ou, adres lakay ou avek nimewo kote yo ka rele w lè ou ap kominike avek ICE konsenan ka w la.

HOW TO CHECK THE STATUS OF YOUR CASE WITH THE IMMIGRATION COURT

Name _____

Alien/A# _____

PLEASE NOTE THAT ANYONE MAY CALL THE IMMIGRATION COURT HOTLINE. IT IS AN AUTOMATED SERVICE AND YOU WILL NOT HARM YOURSELF OR YOUR CASE IN ANY WAY BY CALLING.

1. Call 1-800-898-7180
2. Press 1 (for English) or 2 (for Spanish)
3. Press 1 again
4. Type in your Alien/A number (see above)
5. If you typed correctly, press 1
6. If you did not type correctly, press 2 and re-enter your number
7. If you get a message stating that your case has not yet been filed with the court, that means that you have not been assigned a specific court date, but you may be given one in the future. Therefore, you should continue checking the hotline at least every week.
8. If you do have a case with a date, the letters of your name will be read
9. After your name is spelled, press 1 for the date and time of your hearing and the name of your judge
 - Write down three very important things:
 - the date and time of your next hearing;
 - the address of the court, and;
 - the name of the judge for your case
 - If you need to hear the information again, keep pressing 1!!
10. If you believe that a judge has already made a decision on your case, press 3 instead of 1 after your name is spelled and you will be given case decision information. If a decision was made, contact an immigration attorney immediately!

YOU CAN ALSO CHECK YOUR CASE STATUS ONLINE!

1. Go to : <https://acis.eoir.justice.gov/en/>
2. Enter your A number and press "submit."
3. If you are in the EOIR system, your information will appear.

IT IS VERY IMPORTANT YOU ATTEND EACH AND EVERY COURT HEARING AND ALL APPOINTMENTS WITH IMMIGRATION – EVEN IF YOU DO NOT HAVE AN ATTORNEY! IF YOU MISS YOUR COURT APPOINTMENT THE JUDGE COULD GIVE YOU A DEPORTATION ORDER!!!

GETTING IMMIGRATION HELP: TIPS FOR AVOIDING FRAUD

Only Lawyers and certain Legal Representatives who work for non-profit organizations are allowed to represent immigrants

- Only lawyers and BIA accredited representatives (who work for certain non-profit organizations) can give legal advice.
- Never pay a “notario,” travel agent, tax preparer, or forms’ preparer to tell you which applications you need or to help prepare them for you.
- Filing the wrong application is not only a waste of money -- it could get you deported.

Never Pay in Cash

- When paying a lawyer or an application fee, use a check or money order.
- Always get receipts for any payments you make to a lawyer.

If It Sounds Too Good to be True, It Probably is

- Scammers often promise immigration benefits you are not eligible for, just to get your money. Lawyers and BIA accredited representatives are required to be honest, even if it is bad news.

All immigration forms are available for free at www.uscis.gov

Never Pay for Blank Immigration Forms

Never Sign a Blank Form or let Someone Keep your Original Documents

- Never sign a form that is blank or has false information.
- Carefully read all documents before signing -- you are responsible for anything with your signature that is submitted to the government.
- Do not leave your original documents with anybody else. Make copies if you need to.

DON'T GET SCAMMED – GET HELP

Call the New York State New Americans Hotline (800-566-7636) for help finding a free or low-cost lawyer or legal representative.



If You Have a Lawyer

Your Lawyer Must:

- Explain the law and what your options are so that you can make the important decisions in your case
- Keep you informed about your case, including any court dates or appointments
- Sign all papers he or she prepares and submits to the government on your behalf
- Provide you with copies of all papers submitted to the government if you ask for them (even if you owe money)
- Explain, in writing, any fees he or she is charging you
- Return your phone calls or emails promptly
- Treat you with courtesy
- Keep your information confidential

You Have the Right to:

- Ask for proof that your representative is a lawyer or a Board of Immigration Appeals “accredited representative” who works for a non-profit organization
- Get a receipt for any money paid (it is always better to pay by check or money order)
- Fire your lawyer and look for another one

Your Lawyer Should Never:

- Ask you to lie
- Ask you to sign blank forms or sign forms with untrue information
- Fail to appear at your court date or interview without letting you know in advance
- Ask you to submit fraudulent (fake) documents
- Keep your original documents

If You Need help:

Call the New York State New Americans Hotline at 800-566-7636. The Hotline can provide referrals to non-profit agencies that have immigration attorneys on staff or are recognized by the Board of Immigration Appeals. The Hotline can also help you make a complaint if you think you have been the victim of fraud or a non-lawyer is taking your money to provide legal services.





Immigrant Defense Project has been monitoring Immigration and Customs Enforcement (ICE) arrests in the community.

KNOW YOUR RIGHTS with ICE

Who is at risk of being arrested by ICE?

The law allows the federal government to deport certain immigrants, including:

- Anyone without lawful immigration status
- People with status (e.g., lawful permanent residents, refugees and visa holders) who have certain criminal convictions



The people the Trump Administration announced ICE will initially focus on deporting include:

- people with pending criminal cases and/or prior criminal convictions;
- people with final orders of removal;
- people who have committed fraud or misrepresentation in applications to the government;
- people they believe pose a threat to public safety or national security

People with legal status and prior convictions

Be aware: You may be a target even if:

- Your conviction is from years ago;
- You didn't serve time in jail;
- Your case was minor or a misdemeanor;
- You've been an LPR for a long time; and/or
- All the other members of your family are US citizens.

Immigration and Customs Enforcement (ICE) is one of the federal government agencies responsible for deporting people. ICE is part of the U.S. Department of Homeland Security (DHS).

Are ICE agents approaching anyone they think they can deport?

ICE agents usually identify the person they want to arrest ahead of time. Then, they go to homes, courthouses, shelters and even workplaces to look for that person. Sometimes they wait on the street to make the arrest.

If I know I'm at risk, what can I do?

- **Make a plan** with your loved ones in case you are picked up by ICE!
- **Avoid contact with Immigration** – don't apply to change your immigration status or to renew your green card and don't travel outside of the United States without talking to a lawyer first!
- **Avoid contact with the Criminal Justice System** (the police share your fingerprints with Immigration)!

IF YOU OR A LOVED ONE IS AT RISK OF DEPORTATION, HAVE A PLAN!

Knowing which rights you have and exercising them is complicated. For more information on ICE community arrests, please see IDP's longer booklet at immigrantdefenseproject.org/ice-arrests or contact KYR@immdefense.org

If you want to report a raid within NYC, call IDP at 212-725-6422

If you want to report a raid outside of NYC, contact United We Dream at 1-844-363-1423

What should I do if ICE agents approach me on the street or in public?

When ICE agents arrest someone in public, it typically happens quickly. They may call your name out loud and ask you to confirm your name and then detain you.

- Before you say your name or anything else, **ask, “AM I FREE TO GO?”**
 - **If they say YES:** Say, “I don’t want to answer your questions” or “I’d rather not speak with you right now.” Walk away.
 - **If they say NO:** Use your right to remain silent! Say, “I want to use my right not to answer questions” and then “I want to speak to a lawyer.”
- If ICE starts to search inside your pockets or belongings, say, **“I do not consent to a search.”**
- **DON’T LIE or show false documents. Don’t flee or resist arrest.**
- Don’t answer questions about your immigration status or where you were born. They will use any information you provide against you. Do not hand over any foreign documents such as a passport, consular IDs, or expired visas.
- If you are in Criminal Court for a court date, ask to speak to your defender before they take you away.

If officers come to my home, will I know they are from ICE?

Not always! Beware: ICE agents often pretend to be police and say they want to talk to you about identity theft or an ongoing investigation.

Can ICE agents enter my home to arrest me?

If ICE agents do not have a warrant signed by a judge, they cannot enter the home without permission from an adult. Opening the door when they knock does not give them permission to enter your home.



So, what do I do if officers are at my door?

- Find out if they are from DHS or ICE.
- Try to stay calm. Be polite. Don’t lie. Say **“I don’t want to talk to you right now.”**
- Politely ask to see a warrant signed by a judge and to slip it under the door. If they don’t have one, decline to let them in.
- If they are looking for someone else, **ask them to leave contact information.** You don’t have to tell them where to find the person and you should **not** lie.

What can I do if ICE is inside my home to make an arrest?

- Tell them if there are children or other vulnerable residents at home.
- Ask them to step outside unless they have a warrant signed by a judge.
- If they came inside without your permission, tell them **“I do not consent to you being in my home. Please leave.”**
- If they start to search rooms or items in your home, tell them **“I do not consent to your search.”**
- If ICE is arresting you, tell them if you have medical issues or need to arrange for childcare.

What are my rights if I am being arrested by ICE?

- You have the right to **remain silent.** You have the **right to speak to a lawyer.**
- **DO NOT LIE.** It can only hurt you in the future.
- You do **NOT have to share any information** about where you were born, what your immigration status is, or your criminal record. Ask to speak to a lawyer instead of answering questions.
- You do **NOT have to give them your consular documents or passport** unless they have a warrant from a judge.
- You do **not have to sign anything.**

IDP updated this information in January 2017 with the legal support of the Center for Constitutional Rights. For more info, please see IDP’s longer booklet at immigrantdefenseproject.org/ice-arrests



USEFUL IMMIGRATION NUMBERS AND WEBSITES

- ▶ If you have been arrested/convicted and you want to know what the immigration consequences are, call the Immigrant Defense Project at 212-725-6422.
- ▶ To determine if you have a final order of removal, call the **Case Status Information Line at 1-800-898-7180**. You can also check online at <https://acis.eoir.justice.gov/en/>
- ▶ For referrals to low-cost and free immigration legal service providers, contact the New Americans Hotline at 800-566-7636 (open Monday-Friday, 9 am – 8 pm) .
- ▶ Your family can find you a private immigration attorney (<http://www.aialawyer.com>), or
- ▶ In NYC, a program called New York Immigrant Family Unity Project (NYIFUP) helps indigent immigrants facing deportation get free lawyers.
- ▶ Families can use the [online ICE Locator](#) at locator.ice.gov or [contact the local ICE office](#) to find their loved ones who have been apprehended. You will need the A# and country of birth OR Exact name, country of birth and date of birth.
- ▶ For step-by-step support during a live raid, call the ***United We Dream Hotline*** at **844-363-1423**.
- ▶ **For questions about criminal convictions or to report a raid in NYC, call the *Immigrant Defense Project Hotline*** at 212-752-6422. You will have to leave a message with your number and they will call you back.

Did you move or change your phone number?

Complete a Form EOIR-33 so you do not miss notices from the immigration court

You can complete the form on your smartphone
(iPhone or Android device)

1. Open your phone's camera.
2. Aim the camera at the box to the right.
3. Tap the link that appears.
4. Follow the instructions to complete the form.



or visit <https://respondentaccess.eoir.justice.gov/>

U.S. Department of Justice
Executive Office for Immigration Review



Respondent Access