



Massachusetts
Immigrant & Refugee
Advocacy Coalition

Life In The USA

A Booklet for Newcomers



THE INFORMATION IN THIS RESOURCE IS PROVIDED FOR INFORMATIONAL PURPOSES ONLY AND SHOULD NOT BE CONSTRUED AS LEGAL ADVICE.

FOR LEGAL GUIDANCE TAILORED TO YOUR OWN CIRCUMSTANCES, PLEASE CONSULT A LICENSED ATTORNEY OR DOJ ACCREDITED REPRESENTATIVE WHO SPECIALIZES IN IMMIGRATION LAW.

THIS BOOKLET WAS FINALIZED ON MARCH 31, 2026. THE IMMIGRATION SYSTEM OFTEN CHANGES. FOR THE MOST UP-TO-DATE INFORMATION, PLEASE CONSULT A LICENSED ATTORNEY OR DOJ ACCREDITED REPRESENTATIVE WHO SPECIALIZES IN IMMIGRATION LAW.

TABLE OF CONTENTS

IMMIGRATION BASICS

Know Your Rights	7
United States Immigration Agencies	8
Common Immigration Questions and Which Agency to Contact	9
Important Phone Numbers	12
Important Identification Numbers	13
Where You Can Find Your Alien Number	14
Important Dates	15
Asylum Clock: How it Works	17
Master Calendar Hearings vs. Individual Hearings	18
Who Can Give Me Legal Advice, Represent Me in Court, and Help Me with Immigration Applications?	19
Who Should I Not Work with on My Immigration Case?	20
What To Do If A Love One Is Detained	21

HOW TO GUIDES: USCIS

Why You Need an Email Account	23
How to Create an Email Account	24
How to Create Your MyUSCIS Account	25
Changing Your Address with USCIS	27
How to Change Your Address with USCIS Online	28
How to Change Your Address with USCIS by Mail	29
How to Submit a Case Inquiry with USCIS Online	31
How to Check Your Case Status for USCIS Applications	33

HOW TO GUIDES: IMMIGRATION COURT (EOIR)

How to Check Your Case Status with Immigration Court Online	35
The EOIR Case Status Website, Section by Section	36
How to Check Your Case Status with Immigration Court on the Phone	37
How to Attend an Immigration Hearing on Webex	38
How to Check Your Asylum Clock	45
Changing Your Address with EOIR (Immigration Court)	46
How to Change Your Address with Immigration Court Online	47
How to Change Your Address with Immigration Court by Mail	49

WORKSHEETS

My Addresses in the USA	52
Your Important Identification Numbers	53
MyUSCIS Login Tracker	55
Password Tracker	56
Emergency Contacts	57
General Contact List	58
Important Appointments Checklist	59
After My Appointment Notes	60
Job Search Log	61
First Month Employment Log	62
Monthly Budget Planner	63
Your Paycheck	65
Utility Provider List	66
Bills Payment Tracker	67
Understanding Your New Neighborhood	68
Understanding the MBTA	69
Notes	70
Acknowledgements & Credits	73

I M M I G R A T I O N
B A S I C S

I M M I G R A T I O N
B A S I C S

I M M I G R A T I O N
B A S I C S

KNOW YOUR RIGHTS!

We all have rights in the United States!

Basic Rights

- Right to remain silent
 - Right to speak with a legal representative
 - Right to see a warrant
- Carry a Know Your Rights card!**

Rights When Driving

- Stay in the car and place your hands on steering wheel
- Drivers must provide name and address, but do not need to answer questions about immigration status
- In MA, immigration status is not required to get a driver's license!
- **Never present false documents**

Rights if Immigration Comes to Your Home

- Do not open the door unless ICE has a warrant signed by a judge
- Do not answer any questions. You have the right to remain silent.
- Do not sign anything without consulting a legal representative.

Rights if Immigration Comes to Your Work

- Right to remain silent
- Do not answer any questions or give officials any information about yourself
- You have the right to not line up

Family Preparedness

- Gather important documents
- Make plans for who will care for your children
- Register your child's birth with your country's government and apply for a passport for your child
- Update school contacts

Rights in Detention

- Right to remain silent
- Do not sign anything without consulting a legal representative
- Right to request release on bond.

Getting Legal Help

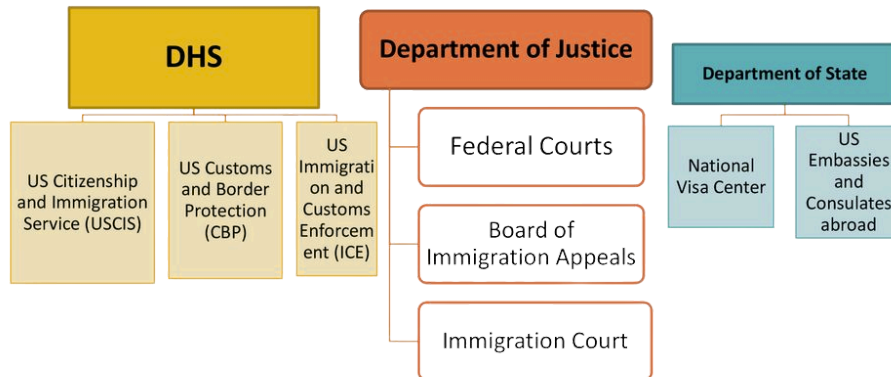
- Only lawyers and accredited representatives can give you legal advice
- Notaries (notarios) are not authorized to give legal advice

More Resources



UNITED STATES IMMIGRATION AGENCIES

The U.S. government has multiple immigration agencies. Each agency is responsible for a different part of the immigration system. These agencies include: Customs and Border Protection (CBP), Immigration and Customs Enforcement (ICE), United States Citizenship and Immigration Services (USCIS), and Immigration Court (also called the Executive Office for Immigration Review or EOIR).



If you move, make sure to update your address with these agencies separately. The different agencies do not tell each other when someone has moved.






CBP is the government agency that enforces immigration laws at the border, ports, and airports. They make an initial determination about who can enter the United States and who cannot. They can also arrest and detain people near the border.

ICE is the government agency that enforces immigration laws within the United States. They can detain people who they think violated immigration laws. Some people have regular check-in appointments with ICE.


USCIS is the government agency that processes many immigration applications. If you do not have an immigration court case, you can apply for asylum with USCIS. Whether or not you have an immigration court case, USCIS manages biometrics appointments (where fingerprints are taken). USCIS also processes applications for work permits, permanent residence (green cards), U.S. citizenship, and more.

EOIR is immigration court, and decides whether certain immigrants can stay in the United States through court proceedings. If you apply for asylum in immigration court, an immigration judge will decide your case. An immigration court case is also called “immigration court proceedings,” “removal proceedings,” or “deportation proceedings.” If an immigration judge denies asylum, you can appeal to the next level of the immigration court system, which is called the Board of Immigration Appeals (BIA). You will know that you have an open case in immigration court if you receive a “Notice to Appear” (NTA). It is important that you attend every immigration court hearing that you are scheduled for because missing a hearing can lead to your deportation.

COMMON IMMIGRATION QUESTIONS AND WHICH AGENCY TO CONTACT

Common Question	Who To Contact	What To Do
<p>When is my next immigration hearing? Where is my hearing scheduled?</p>	 <p>Executive Office for Immigration Review U.S. Department of Justice</p>	<p>Call EOIR Automated Hotline at 1-800-898-7180 OR Check online at the EOIR Automated Case Information System</p>
<p>How many days have passed on my asylum clock?</p>	 <p>Executive Office for Immigration Review U.S. Department of Justice</p>	<p>Call EOIR Automated Hotline at 1-800-898-7180 After you confirm your name, press 2 for case processing information</p>
<p>How do I change my address with the court?</p>	 <p>Executive Office for Immigration Review U.S. Department of Justice</p>	<p>Submit the change of address online at EOIR Respondent Access OR Mail Form EOIR-33 to the court</p>
<p>How can I create a MyUSCIS account?</p>	 <p>U.S. Citizenship and Immigration Services</p>	<p>Visit MyUSCIS to create an account</p>
<p>How long will it take for my application to be processed?</p>	 <p>U.S. Citizenship and Immigration Services</p>	<p>Check Case Processing Times for an estimate</p>

COMMON IMMIGRATION QUESTIONS AND THE AGENCY TO CONTACT (CONT.)

Common Question	Who To Contact	What To Do
How much will it cost to file these forms?	 <p>U.S. Citizenship and Immigration Services</p>	You can check by using the USCIS Fee Calculator
Where can I get help with something I filed with USCIS?	 <p>U.S. Citizenship and Immigration Services</p>	Ask questions about a case or make a service request with USCIS e-Request
What's the status of my asylum application (affirmative)?	 <p>U.S. Citizenship and Immigration Services</p>	Contact the asylum office handling your case OR Use Case Status Online
What's the status of other applications I filed with USCIS?	 <p>U.S. Citizenship and Immigration Services</p>	Use Case Status Online
How do I change my address with USCIS?	 <p>U.S. Citizenship and Immigration Services</p>	Submit your change of address through your MyUSCIS account OR Mail Form AR-11

COMMON IMMIGRATION QUESTIONS AND THE AGENCY TO CONTACT (CONT.)

Common Question	Who To Contact	What To Do
How can I check my work authorization?	 <p>U.S. Citizenship and Immigration Services</p>	Make an e-Verify account
I have an ICE check-in. How do I find out when and where to go?	 <p>U.S. Immigration and Customs Enforcement</p>	Call your local ICE office or check your reporting instructions.
How can I check my travel history?	 <p>U.S. Customs and Border Protection</p>	Use the CBP I-94 website
How can I request copies of my immigration documents?	 <p>Various Agencies</p>	Request your Record of Proceedings (your immigration court file) OR File a FOIA request: USCIS FOIA or EOIR FOIA
How do I find legal help?	 <p>Legal Services Providers</p>	Search these directories: American Immigration Lawyers Association National Immigration Legal Services Directory

IMPORTANT PHONE NUMBERS

1



EOIR

Use the Automated Case Information System online, call 800-898-7180 (TDD: 800-828-1120), or call the immigration court handling your case

2



USCIS

Contact Center: Call 1-800-375-5283 Monday through Friday, from 8:00 a.m. to 6:00 p.m. local time.

3



ICE (Immigration Customs Enforcement)

To locate your local ICE office phone number, visit: <https://www.ice.gov/contact/check-in> and search by your city.

4



Social Security Department

Call 1-800-772-1213 between 8:00 a.m. – 7:00 p.m. local time, Monday through Friday.

5

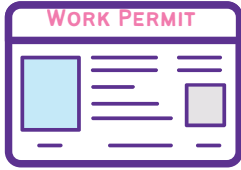


Embassy

Visit www.Travel.State.Gov and search for 'Contact Info for Foreign Embassies & Consulate' to find your country embassy.

IMPORTANT IDENTIFICATION NUMBERS

1



Alien Number (A-Number)

A unique identification number assigned to non-citizens by U.S. immigration authorities, which is used for tracking immigration cases.

2



Social Security Number (SSN)

A nine-digit number issued by the U.S. government to citizens, permanent residents, and temporary workers for tax reporting, employment, and benefits.

3



Passport Number

A unique identifier found in an individual's passport, used to verify nationality and identity when traveling internationally.

4



License Number

A number on a driver's license or state ID, issued by a state's Department of Motor Vehicles (DMV), used to verify an individual's driving status and identity.

5



Health Insurance number

A unique identification number assigned to an individual by their health insurance provider, used to access healthcare services and track medical claims.

WHERE YOU CAN FIND YOUR ALIEN NUMBER



Work Permit

USCIS Notice



Get I-94 Number I-94 FAQ

Admission (I-94) Number Retrieval

Admission (I-94) Record Number: 61234567890 I-94 Number

Admit Until Date (MM/DD/YYYY): 10/10/2012 Expiration Date

Details provided on Admission(I-94) form:

Family Name: ADAMS Last Name

First (Given) Name: JOHN First Name

Birth Date (MM/DD/YYYY): 01/01/1990 SOMETIMES ALIEN NUMBER

Passport Number: P123123213

Passport Country of Issuance: Mexico Issuance Date

Date of Entry (MM/DD/YYYY): 04/11/2012

Class of Admission: B1 Category / Class of Admission

Sometimes listed on I-94s

Notice To Appear

Receipt Number

Receipt Date

Full Name

IMPORTANT DATES

The following are important dates that you want to remember always.

01. DATE OF ENTRY

The date you were inspected by Immigration and admitted into the United States. You can find it on your I-94 and Notice To Appear.

02. STATUS EXPIRATION DATE

The date your status (parole, visa, etc) will expire. You can find this date on your I-94.

03. ONE YEAR

If you are eligible for asylum, you have one year from your date of entry to apply. This is a very important deadline to remember. There are exceptions to this deadline, but you must speak with an attorney to see if any exceptions apply to you.

04. 150 DAYS

150 days after immigration court or USCIS has received your asylum application, you may be eligible to apply for C8 work permit.

IMPORTANT DATES

The following are important dates that you want to remember always.

05. 180 DAYS

180 days after immigration court or USCIS received your asylum application, USCIS can print your C8 work permit.

06. 18 MONTHS

The work permit you received as an asylum applicant can last for 18 months, law permitting.

07. MASTER HEARING

Preliminary immigration hearing(s) that mark the beginning of the court process.

08. INDIVIDUAL HEARING

The final hearing when an immigration judge makes a decision about your case.

ASYLUM CLOCK: HOW IT WORKS



The “**asylum clock**” is a tool that USCIS and the immigration court use to count the number of days since you submitted your asylum application.

When you have **150 days** on your clock, you can apply for a work permit. When you have **180 days** on your clock, you can receive a work permit.

However, the clock can stop and restart at different points in your case, so it may take more than 150 calendar days before you can submit an application for a work permit.

For example, your clock could stop if:

- You missed an interview or a biometrics (fingerprinting) appointment
- You asked to reschedule an interview
- You moved, and USCIS transferred your case to a different asylum office
- You had a court appearance, and you requested more time to find an attorney or to delay your next court date in any way

If you think that USCIS stopped your clock, you can call or email your local asylum office to ask for more information. If you received your asylum application receipt notice, you can find the address for your asylum office at the bottom left side of the notice. You can also search for the office with this website: <https://egov.uscis.gov/office-locator/#/asy>.



If you think immigration court stopped your clock, you can ask the judge at your next hearing or seek the assistance of a legal representative.

If your work permit was denied because you did not have enough days on your asylum clock but you then fix the problem, you can submit your work permit application again. You will pay a new application fee for the work permit.

To check how many days are on your asylum clock, call the EOIR automated case information line: 1-800-898-7180.



IMMIGRATION COURT

MASTER CALENDAR HEARINGS VS. INDIVIDUAL HEARINGS

It is **VERY** important to show up for **EVERY** hearing that you are scheduled for. Missing a hearing could lead to a deportation order.

	Master Calendar Hearing	Individual Hearing
	A Master Calendar Hearing is like a short, administrative check-in for everyone in removal proceedings.	An Individual Hearing , also called a Merits Hearing, is your opportunity to fully present your case to the judge.
Length	Very brief (5–20 minutes)	Longer (can be hours or multiple days)
Who Attends	<ul style="list-style-type: none"> You Your attorney (if you have one) U.S. government attorney Immigration Judge Other people that also have a hearing scheduled with the same immigration judge 	<ul style="list-style-type: none"> You Your attorney (make every effort to have an attorney for this hearing) U.S. government attorney Immigration Judge Witnesses
What Happens	Set date for next hearing, update judge on applications filed, your address, and whether you have an attorney	Give testimony, present evidence, make legal arguments
Outcome	New hearing date - no final decision made	The judge will decide your case
When It Happens	In the initial stages of the case It is common to have several master calendar hearings before your individual hearing	After the master calendar hearing(s) This is the final step before a decision is made

WHO CAN GIVE ME LEGAL ADVICE, REPRESENT ME IN COURT, AND HELP ME WITH IMMIGRATION APPLICATIONS?



- An **attorney (lawyer)** licensed to practice law in the United States.
 - Make sure the attorney specializes in immigration law.
 - Do not be afraid to ask to see their license or have them talk about their immigration experience in more depth.
 - You can also look up whether the attorney is licensed in a particular state. For example, click on the “look up an attorney” button on [this website](#) to determine whether an attorney is licensed in Massachusetts.

- An **accredited representative**, working with a nonprofit organization that has received special training and authorization to help with immigration cases. You can search for the most up to date [list](#) of DOJ accredited representatives.

Accredited Representatives Roster

Number of Accredited Representatives: 2722

Report Last Updated on: 10/27/25

Disclaimer: The DOJ R&A Program maintains rosters of Recognized Organizations and Accredited Representatives and makes these rosters available to the public. The contact information posted in these rosters is provided to the R&A Program by the Recognized Organizations. Each Recognized Organization has a duty to notify the R&A Program, through formal correspondence, of any changes to its contact information, such as name, address, and telephone number. While the R&A Program posts the most current information it receives, each Recognized Organization is responsible for promptly providing the R&A Program with the most recent changes in order for the information posted on the rosters to remain up to date.

- Search by Alphabetical Order or press [Ctrl] + [F] to find a representative.
- Asterisk * denotes pending renewal.

A						
Accredited Representative	Accreditation Expiration Date	Representative Status	Recognized Organization	Date Recognized	Recognition Expiration Date	Organization Status

WHO SHOULD I NOT WORK WITH ON MY IMMIGRATION CASE?



- **Do not work with anyone that is not an attorney or DOJ representative!** It can be hard to find one with availability, but there are many risks of working with someone who is not a licensed representative. Do not be in a position where:
 - You have spent your savings on an application that is improperly prepared or fraudulent, and now need to spend even more time and money fixing it.
 - Someone filed your application with the wrong immigration agency. Now, you need to start the application process again, from the beginning.
 - The judge or USCIS denies your immigration application because it was improperly prepared.
- Watch out for people who claim to be immigration attorneys, but they are just notary publics or tax preparers.

Some people who are not licensed and say they can help you may be trying to take advantage of you and take your money. Some people may be well-intentioned and trying to help, but end up hurting your case because they do not have the necessary immigration expertise.

WHAT TO DO IF A LOVED ONE IS DETAINED



- Try to find where your loved one is being held with the **ICE detainee locator** (<https://locator.ice.gov/odls/#/search>). This website typically shows information once a person has been detained for 48 hours or more.
- **Reach out to a lawyer** for legal support. If you do not currently have an attorney, you can get try getting support with the following organizations:
 - Lawyers for Civil Rights has a free hotline to provide information and some legal advice: 617-988-0606.
 - PAIR Project provides free or low-cost legal assistance for detained individuals. For any inquiries about loved ones at the Plymouth or Wyatt detention centers, send an email to detention@pairproject.org or call their phone number 617-742-9296. The hours of operation are 11 a.m. - 3 p.m. most days of the week.
 - MIRA Immigration Helpline (not legal advice): 508-293-1871 or helpline@miracoalition.org.
- Check the EOIR case information website (<https://acis.eoir.justice.gov/en/>) to see if there are any updates on your loved one's hearing schedule.

U S C I S

H O W T O

G U I D E S :

U S C I S

U S C I S

WHY YOU NEED AN EMAIL ACCOUNT

As you begin your new journey, one of the first important steps is to **create and use an email address**. Email is not just a way to send messages - it is a necessary tool for communication, especially when you're going through the immigration process and settling into life in the U.S.

Here are reasons why having an email address matters:

- **Stay Updated on Immigration Matters:** U.S. government agencies, like USCIS, often use email to send updates about your application, appointment reminders, and important notices.
- **Access Services and Benefits:** To apply for jobs, housing, healthcare, school, or opening your bank account, you often need an email address to register and receive information.
- **Connect and Communicate:** Email helps you stay in touch with your lawyer, sponsor, caseworker, and family.

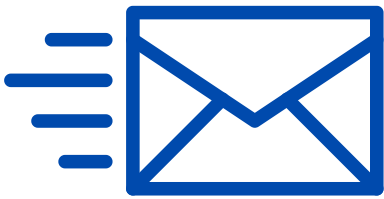
Setting up an email is free, quick, and opens the door to many important resources.

Things to Remember

- Keep your email login information in a safe place.
- Each MyUSCIS account is connected to one A number and one email address. Therefore, each one of your family members should create their own email address - even young children. That way, everyone can have their own MyUSCIS account and easily track pending USCIS applications.



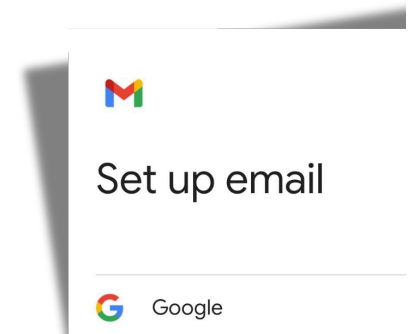
HOW TO CREATE AN EMAIL ACCOUNT



STEP

1

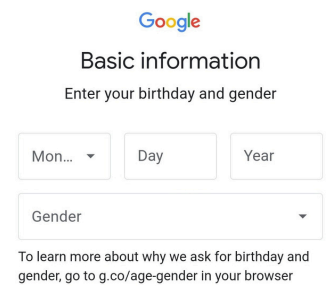
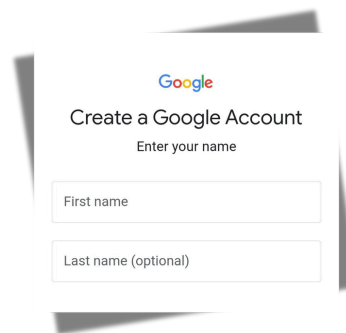
From your device, go to the [Google Account sign in page](#). Click "Create account."



STEP

2

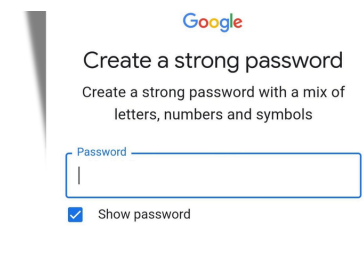
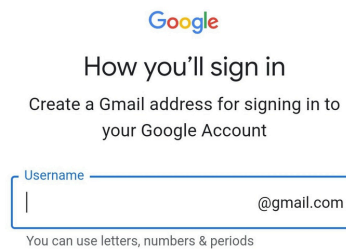
Enter your name, birthday, and gender.



STEP

3

In the "Username" field, enter a username. Enter and confirm your password.



STEP

4

Click Next. Optional: enter your phone number



Add phone number?

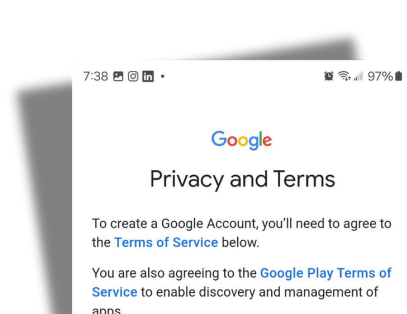
If you like, you can add this phone's number to your account for use across Google services.

[Learn more](#)

STEP

5

Accept "Term of Service", confirm "Personalization," and start using account.



Confirm personalization?

Personalization settings are turned on to give you a more personalized experience, based on your saved activity and associated info, like location. One of those settings is Web & App Activity.

You can change this and other settings by selecting "More options" below.

[More options](#) [Confirm](#)

HOW

MYUSCIS

https://www.



TO CREATE YOUR ACCOUNT

STEP

1

Go to **MY.USCIS.GOV**

STEP

2

Enter your email address and **CLICK** "Sign Up."

STEP

3

You will receive a confirmation message to the email address you provided.

Click the link in the confirmation message to go to the USCIS online account login page.

Check your junk mail or spam folder if don't receive a confirmation email.

STEP

4

Create a password and click "Submit."

Continued...

MYUSCIS

https://www.



STEP

5

Choose how you want to receive a verification code (such as text, email, or authentication app) and click "Submit."
**USCIS will only text US phone numbers - WhatsApp will not work for this.*

Enter this verification code and click "Submit."

Two-Step Verification Method

Every time you log in, you will be given a verification code to use during the sign in process. What is your preferred method to receive your verification code?

Authentication App
Retrieve codes from an authentication app (such as Authy or Google Authenticator) on your mobile device.

SMS Text Message
Receive a text message to your mobile device when signing in.

Email
Receive an email when signing in.

If you select to receive text messaging notification to a U.S. mobile phone number listed in your account and accept these terms and conditions, you acknowledge that Standard Messaging Rates or other charges related to these notifications may apply.

STEP

6

You will also receive a two-step verification backup code. Print or save a copy of this code.

Backup Code

If you lose access to the mobile phone number, the authentication app, or the email address used to establish your two-step authentication method, you can use this backup code to log in to your USCIS online account.

Keep this code secure in a safe place for future use.

Your backup code is: 3 [REDACTED] 8

[Print](#) [Continue](#)

STEP

7

Select password reset questions and answers. You can make this easy by just choosing one word as the answer to all the questions.

Provide Password Reset Answers

Set five security questions. You must remember the answers to these questions if you ever need to reset your password.

Question #1
What is the last name of your favorite childhood teacher?

Question #1 Response

Question #2
In what city/town did you meet your spouse?

Question #2 Response

Question #3

STEP

8

Welcome to your USCIS online account! You should now be on a webpage like this picture. You can use this account to file and track USCIS applications.

Welcome to your USCIS Account

Please select what you want to do.

Edit My Account Profile	Editing your profile includes making changes to your email, password, phone number, security questions, or the two-step verification method and backup code.	USCIS	Apply for immigration benefits, find tools and resources to assist in preparation for naturalization, and search for doctors in your local community.
Edit My Account		Go to myUSCIS	
FIRST	Submit, manage and receive Freedom of Information Act (FOIA) requests.	myE-Verify	Confirm your records for employment eligibility, track E-Verify or Self-Check case status, and protect your identity by locking your Social Security Number (SSN)
Go to FIRST		Go to myE-Verify	

CHANGING YOUR ADDRESS WITH USCIS

This is a friendly reminder that under 8 USC § 1305, you need to notify the Department of Homeland Security (DHS) of any change of address **within 10 days**.

Failure to comply with this rule can lead to serious consequences, including:

- Federal misdemeanor charges, and
- A ground of removability from the United States.

Best practices for updating your address with DHS/USCIS:



U.S. Citizenship
and Immigration
Services

Resources ▾

Sign In ▾



- Changing your address with the U.S. Postal Service (USPS) **WILL NOT CHANGE** your address with USCIS and USPS **WILL NOT FORWARD** your mail from USCIS.
- The most efficient way to update your address with USCIS/DHS is to use your **myUSCIS account** and change your address online.
- If you don't have a **myUSCIS account** and want to create one, please visit: <https://my.uscis.gov/>
- You can also fill out **Form AR-11**. Please note that submitting the AR-11 form by mail only updates your address for future applications. It does not update the address for any pending applications. If you cannot submit the change online, you must send the **Form AR-11** to the specific service center or office handling your pending applications.
- You need to complete a change of address form for each family member.
- We recommend taking action promptly to avoid any potential issues with your immigration status.

HOW TO CHANGE YOUR ADDRESS

WITH USCIS ONLINE



STEP

1

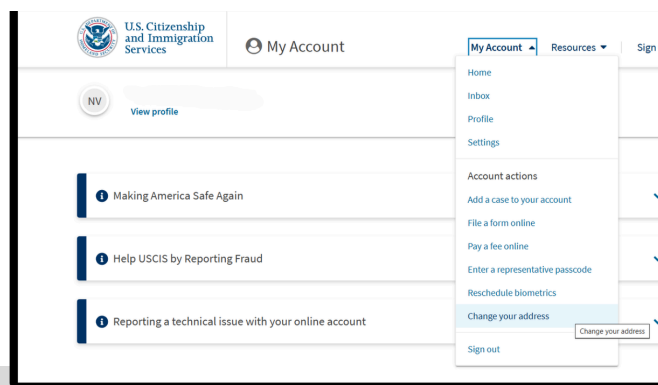


Visit [MY.USCIS.GOV](https://my.uscis.gov)
Sign in into your account. If you don't have an account, create one first.

STEP

2

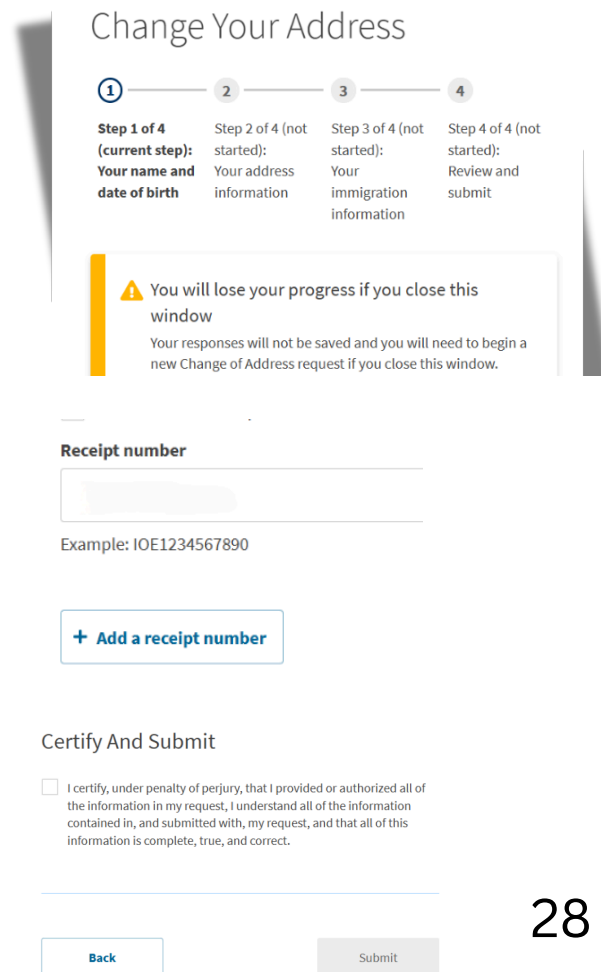
Under the tab "My Account" select Change Your Address



STEP

3

- 1- Confirm your name and date of birth
- 2- Add your address information
- 3- Add your immigration information (**Alien #**)
***Complete all 3 steps before closing window.**



STEP

4

Please provide a **receipt number** for each of your applications with USCIS.

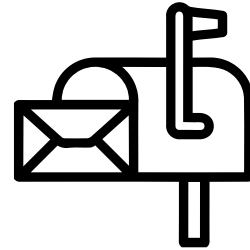
STEP

5

Verify your information and click **Submit**. Then, you are all set.

HOW TO CHANGE YOUR ADDRESS

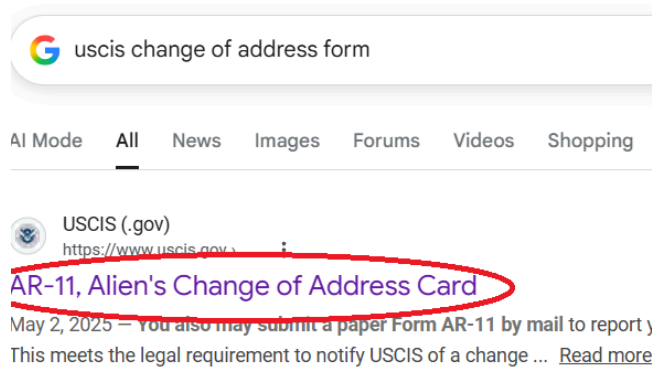
WITH USCIS BY MAIL



STEP

1

Google "USCIS change of address form" to obtain the most recent version of the proper form. Click on the AR-11 change of address form.



STEP

2

Scroll down to the AR-11 PDF. Click and print the form.

AR-11, Alien's Change of Address Card

If you have filed an immigration benefit request with USCIS, you must notify us of any changes of address as soon as possible to ensure you receive all correspondence and benefits without delay. If you are an alien in the United States, you must report any change of address to USCIS within 10 days of moving. This reporting requirement does not apply to A and G visa holders and visa waiver visitors.

We strongly encourage you to submit your change of address through a [USCIS online account](#). This self-service online tool:

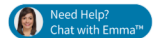
- Meets the legal requirement to notify us that you have moved;
- Eliminates the need to file a paper Form AR-11;
- Updates your address almost immediately in our case management systems; and
- Helps ensure that you receive important mail from USCIS at the correct address.

You also may submit a paper Form AR-11 by mail to report your change your address. This meets the legal requirement to notify USCIS of a change of address. However, because filing a paper-based Form AR-11 does not provide an automated update to your address in USCIS systems, we strongly encourage requestors to use the self-service change of address tool available in their USCIS online account when reporting a change of address.

You can find detailed information about how to change an address, including special instructions for specific populations, on the [How to Change Your Address](#) page.

Forms and Document Downloads

[AR-11, Alien's Change of Address Card \(PDF, 284.85 KB\)](#)



STEP

3

Fill out the form. See the next page for tips on how to complete the form.





Alien's Change of Address Card
 Department of Homeland Security
 U.S. Citizenship and Immigration Services

USCIS
 Form AR-11

NOTE: An asterisk (*) indicates a mandatory field that must be completed.

Information About You

*Family Name (Last Name) *Given Name (First Name) Middle Name (if applicable)
 *Date of Birth (mm/dd/yyyy) Alien Registration Number (A-Number) (if any) ▶ A-

Your nine-digit alien number can be found on your work permit, USCIS receipts, I-94, and more.

Information About Your Address

*Present Physical Address (No PO Boxes)
 *Street Number and Name Apt. Ste. Flr. Number
 *City or Town *State *ZIP Code

Don't forget to add your specific floor or unit number!

Previous Physical Address

Street Number and Name Apt. Ste. Flr. Number
 City or Town State ZIP Code

Fill in last address that USCIS has for you.

Mailing Address (optional)

Street Number and Name Apt. Ste. Flr. Number
 City or Town State ZIP Code

Complete only if your current physical and mailing addresses are different

Your Signature

*Your Signature Date of Signature (mm/dd/yyyy)

Sign here before mailing

Mail the address change form to the address on the 2nd page.

Address Change Information and Instructions

All aliens subject to registration requirements may use this form to report a change of address within 10 days of such change. For detailed instructions on how to update your address, please visit www.uscis.gov/addresschange. The collection of this information is required by Immigration and Nationality Act (INA) section 265 (8 U.S.C. 1305). U.S. Citizenship and Immigration Services (USCIS) uses the data collected on this form for statistical and record-keeping purposes, and may share this information with other Federal, state, local, and law enforcement officials. Failure to report a change of address is punishable by fine or imprisonment and/or removal from the United States.

NOTE: This form is not evidence of identity, age, or status claimed.

IMPORTANT: If you are in immigration proceedings, you must separately notify the Immigration Court of any address changes. Filing Form AR-11 with USCIS does not update your address with the Immigration Court.

Instructions

Complete all fields on this form, sign and date the form, and mail it to:

U.S. Department of Homeland Security
 Citizenship and Immigration Services
 Attn: Change of Address
 1344 Pleasants Drive
 Harrisonburg, VA 22801

DHS Privacy Notice

AUTHORITIES: The information requested on this form is collected under the Immigration and Nationality Act (INA) section 265.

PURPOSE: The primary purpose for providing the requested information on this form is to report a change of address. Except for those exempted, all aliens in the U.S. are required to report any change of address or new address. DHS uses the information you provide to contact you about the immigration benefit you are seeking.

DISCLOSURE: The information you provide is mandatory. Failure to report a change of address may result in a fine, imprisonment and/or removal (8 U.S.C. sections 1227(a)(3) and 1306). Failure to comply could also jeopardize your ability to obtain a future visa or other immigration benefits.

ROUTINE USES: DHS may share the information you provide on this form with other Federal, state, local, and foreign government agencies and authorized organizations. DHS follows approved routine uses described in the associated published system of records notices [DHS/USCIS-001 - Alien File, Index, and National File Tracking System and DHS/USCIS-007 - Benefits Information System] and the published privacy impact assessments [DHS/USCIS/PIA-018 Alien Change of Address Card (AR-11)] which you can find at www.dhs.gov/privacy. DHS may also share this information, as appropriate, for law enforcement purposes or in the interest of national security.

HOW TO SUBMIT A CASE INQUIRY

WITH USCIS ONLINE



WHEN WOULD YOU SUBMIT A USCIS CASE INQUIRY?

STEP

1

Google "USCIS case inquiry." Click on the following link.

The screenshot shows a Google search for "uscis case inquiry". The search bar contains the text "uscis case inquiry" and a search button. Below the search bar, there are filters for "All Mode", "All", "News", "Images", "Forums", "Videos", "Shopping", and "More". The first search result is from "USCIS (.gov)" with the URL "https://egov.uscis.gov/e-request". The link text is "e-Request - Self Service Tools - Case Status Online - USCIS", which is circled in red. Below the link, there is a brief description: "Case Inquiry - Check Case Processing. Think your case is taking longer than expected? Submit Case Inquiry - Did Not Receive Notice by Mail. Think a notice is ...". Below the search results, there is a snippet of the USCIS website showing a "Case Inquiry" section with four buttons: "Check Case Processing", "Did Not Receive Notice by Mail", "Did Not Receive Card by Mail", and "Did Not Receive Document by Mail". Each button has a "Submit Case Inquiry" link.

- If you have submitted a USCIS application and it has taken longer than normal processing times.
- If you did not receive a notice, document, or EAD card by mail, and think the mailing is lost or missing.

STEP

2

Click on what you are looking for help with. Here, we will walk through the kind of request you would file if your case is taking longer than expected.

STEP

3

Fill out the short form. Here is some information you will need to complete it:

- Your A number
- The relevant USCIS receipt number
- The date you filed your USCIS application
- The date you filed the application or petition that qualified you for a USCIS benefit (example: asylum application filing date)
- Your email address
- Your current mailing address

Please complete all of the required fields marked with an * asterisk

Case Information

The "Date Filed" and "Form Number" will be automatically populated based on the "Receipt Number" entered.

Receipt Number*

e.g. EAC1234567890

Date Filed (MM/DD/YYYY)*

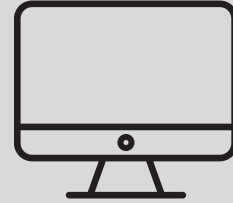
Form Number*

Form Sub Type*

-- Select --

HOW TO SUBMIT A CASE INQUIRY

WITH USCIS ONLINE



STEP 3 CONTINUED

There is also a text box that you must complete, briefly explaining why you believe you have been waiting longer than usual for your application to be processed.

Last Action Taken on Case

Based on the processing time table, you believe the case to be taking longer than expected. Please provide details of the last action that you received on your case in the space below.*?

Text ...

0/1000

Cancel

Next

STEP 4

Review all of the information in your form and press submit.

Depending on how long it has been since you filed your application, either USCIS will either process your request or notify you that not enough time has passed for you to file a request.



MENU

Check Case Processing

Thank you for submission of your service request.

USCIS will review and process the request.

Your Request ID Number is: SR10432604331RPA

[View all USCIS Service Online Tools](#)



[Topics](#) ▾ [Forms](#) ▾ [Newsroom](#) ▾ [Citizenship](#) ▾ [Green Card](#) ▾ [Laws](#) ▾ [Tools](#) ▾

Your application or petition is currently within the posted processing times. An inquiry may not be created at this time. Further information about recent processing times can be viewed on the uscis.gov webpage.

If you have other questions regarding your application or petition, contact USCIS Customer Service at 1-800-375-5283 or 1-800-767-1833 (TTY).

HOW TO CHECK YOUR CASE STATUS ONLINE

FOR USCIS APPLICATIONS

USCIS WEBSITE

<http://>



If you have an application with USCIS, such as an asylum, work permit, or TPS application, you can check the status of your application online.

STEP

1

Visit this website:

EGOV.USCIS.GOV

STEP

2

Enter your receipt number. Your receipt number has 3 letters and 10 numbers. You will then get an update on your case.

You can find your receipt number at the top left of your receipt notice.

Department of Homeland Security
U.S. Citizenship and Immigration Services

Form I-797C, Notice of Action

THIS NOTICE DOES NOT GRANT ANY IMMIGRATION STATUS OR BENEFIT.

Receipt Number [REDACTED]		Case Type 1589 - APPLICATION FOR ASYLUM AND FOR WITHHOLDING OF REMOVAL	
Received Date [REDACTED]	Priority Date [REDACTED]	Applicant [REDACTED]	Your A number [REDACTED]
Notice Date [REDACTED]	Page 1 of 1		
[REDACTED]		Notice Type: Receipt Notice	

**H O W T O
G U I D E S :
I M M I G R A T I O N
C O U R T
(E O I R)**

HOW TO CHECK YOUR CASE STATUS

WITH IMMIGRATION COURT ONLINE

It is essential to be proactive and regularly check your hearing information, because it often changes and it is your responsibility to stay up to date.

The information online tends to be the most current. Contact the court to confirm your hearing information if you have any questions.

- Visit the following website:
<https://acis.eoir.justice.gov/en/>
- If the following pop-up appears, press the blue "I ACCEPT" button.
- Input your A number and country of nationality. Press "SUBMIT."
- Next, a website page will load that lists the information for your next immigration hearing.



DISCLAIMER

Welcome

Any information provided on this website is for general informational purposes only and does not replace any Executive Office for Immigration Review (EOIR) manual, policy, or publication. This website is not a substitute for legal advice. It neither constitutes any legal opinion by the Department of Justice nor creates any rights or benefits. Further, this website does not provide the universe of what relief might be available to you. It does not address all applicable laws or case interpretations, and is subject to change as new laws and regulations are enacted and circuit case precedent changes.



I ACCEPT

Enter your A-Number

A-Number *Required

? What's an A-Number?

Nationality *Required

? What is Nationality?

SUBMIT

WHAT IF I GET A RED MESSAGE WHEN I PRESS SUBMIT?

- If you press submit and get a red message saying "No case found for this A number" and you have been issued a Notice to Appear by immigration, this means that DHS or EOIR has not electronically processed your case. You should check back frequently for updates because your case could be filed at any time.
- If your Notice to Appear has a hearing date and time listed on it and you get this message, call the court to see if the proceeding is moving forward as scheduled.

Enter your A-Number

A-Number *Required ? What's an A-Number?

Nationality *Required ? What is Nationality?

No case found for this A-Number.

SUBMIT

EOIR CASE STATUS WEBSITE, SECTION BY SECTION

Automated Case Information

Name: *XXXXXXXXXXXXXXXXXXXX*
 | A-Number: *XXXXXXXXXXXX* |
 Docket Date: 5/1/2024

- Name, A Number, and Docket Date
- The Docket Date is the day the US government opened your case in immigration court

Next Hearing Information

Your upcoming **MASTER** hearing is **IN PERSON** on **March 20, 2026** at **8:30 AM**.

JUDGE
 Burgie, Brea C.

COURT ADDRESS
 1961 STOUT STREET, STE. 3101
 DENVER, CO 80294

- Your hearing date and time
- Your judge's name (if the system says IAD judge, still attend your hearing)
- Whether the hearing is listed as "IN PERSON" or "INTERNET-BASED"
- If the website does not specify whether your hearing is in person or internet-based, the best practice is to appear in person at the immigration court for your hearing or to call the court and ask whether the judge permits appearing online.

If your case status is **PENDING** and no hearing date is scheduled, regularly check this page for any updates about the date and time of your next hearing.

Court Decision and Motion Information

This case is pending.

BIA Case Information

No appeal was received for this case.

- If you see information here, some sort of decision has already been made in your case. You should consult an attorney about what next steps make sense for you.
- If you are appealing the decision made in your immigration case, you will see information listed here.

Court contact information

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

HOW TO CHECK YOUR CASE STATUS

WITH IMMIGRATION COURT ON THE PHONE

CALL 1-800-898-7180

To reach the EOIR phone line



STEP

1

PRESS 1 for instruction in **English**
or
PRESS 2 for instruction in **Spanish**
PRESS # to skip the menu

At this time, there is no Haitian Creole option.

STEP

2

ENTER your alien number

PRESS 1 to confirm your alien number

PRESS 1 to confirm your name

STEP

3

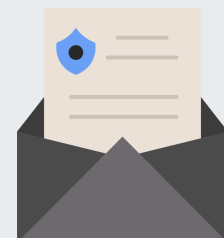
To learn when and where your court hearing is,
PRESS 1



STEP

4

To learn if the judge has made a decision
on your case, PRESS 3



HOW TO ATTEND AN IMMIGRATION HEARING ON WEBEX



STEP 1 CONFIRM YOUR HEARING INFORMATION

- Visit the following website:
<https://acis.eoir.justice.gov/en/>
- If the following pop-up appears, press the blue "I ACCEPT" button.
- Input your A number and country of nationality. Press "SUBMIT."
- Next, a website page will load that lists the information for your next immigration hearing.

DISCLAIMER

Welcome

Any information provided on this website is for general informational purposes only and does not replace any Executive Office for Immigration Review (EOIR) manual, policy, or publication. This website is not a substitute for legal advice. It neither constitutes any legal opinion by the Department of Justice nor creates any rights or benefits. Further, this website does not provide the universe of what relief might be available to you. It does not address all applicable laws or case interpretations, and is subject to change as new laws and regulations are enacted and circuit case precedent changes.



I ACCEPT

Enter your A-Number

A-Number *Required

? What's an A-Number?

Nationality *Required

? What is Nationality?

-- Select Nationality --

SUBMIT

WHAT IF I GET A RED MESSAGE WHEN I PRESS SUBMIT?

- If you press submit and get a red message saying **"No case found for this A number"** and you have been issued a Notice to Appear by immigration, this means that DHS or EOIR has not electronically processed your case. You should check back frequently for updates because your case could be filed at any time.
- If your Notice to Appear has a hearing date and time listed on it and you get this message, call the court to see if the proceeding is moving forward as scheduled.

Enter your A-Number

A-Number *Required

? What's an A-Number?

Nationality *Required

? What is Nationality?

UNKNOWN NATIONALITY (UN)

No case found for this A-Number.

SUBMIT

Automated Case Information

Name: [REDACTED] | A-Number: [REDACTED] | Docket Date: [REDACTED]/2023

<p>Next Hearing Information</p> <p>Your upcoming MASTER hearing is on November 16, 2026 at 9:30 AM.</p> <p style="text-align: center;">JUDGE Visiting Judge 2</p> <p style="text-align: center;">COURT ADDRESS 450 MAIN ST., ROOM 628 HARTFORD, CT 06103</p>	<p>Court Decision and Motion Information</p> <p style="text-align: center;">This case is pending.</p>
<p>BIA Case Information</p> <p>No appeal was received for this case.</p>	<p>Court Contact Information</p> <p>If you require further information regarding your case, or wish to file additional documents, please contact the immigration court.</p> <p style="text-align: center;">COURT ADDRESS 450 MAIN ST ROOM 628 HARTFORD, CT 06103</p> <p style="text-align: center;">PHONE NUMBER (860) 240-3881</p>

ONCE HERE, ALWAYS CHECK:

- Your hearing date and time
- Your judge's name
- Whether the hearing is listed as "IN PERSON" or "INTERNET-BASED"

Next Hearing Information

Your upcoming **MASTER** hearing is on **December 12, 2025** at **9:30 AM**.

JUDGE

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

If your hearing is "IN PERSON," the judge expects you to appear at the address listed below your hearing date and time.

If your hearing is "INTERNET-BASED," you will not meet with the judge in-person, but will need to login via Webex for your hearing. If you go to your immigration court, there are computers that you can use to login for your appearance if you do not have one of your own.

If the website does not specify whether your hearing is in person or internet-based, the best practice is to appear in person at the immigration court for your hearing or to call the court and ask whether the judge permits appearing online.

STEP 2

FIND YOUR JUDGE'S HEARING LINK AND LOG ON

- Visit the following website:
<https://www.justice.gov/eoir/find-immigration-court-and-access-internet-based-hearings>
- Scroll down and select the state where your hearing is scheduled to take place.

Find an Immigration Court and Access Internet-Based Hearings

Share >

The list below is alphabetized by state and then immigration court within each state.

Links for parties to access any internet-based hearings before Immigration Judges are below. The access code for telephonic hearings is also listed below.

If you have difficulty accessing an internet-based hearing, or if you are uncertain whether your hearing is scheduled in person or is internet-based, please contact the immigration court that is hearing your case.

Respondents who do not have a representative of record will always have a default hearing medium of in-person, regardless of the indication below.

All telephonic hearings will be accessed by dialing 1-415-527-5035 and entering the relevant access code.

Additional Information

- ★ [OCJ Leadership](#)
- ★ [Assistant Chief Immigration Judges](#)
- ★ [Areas of Responsibilities](#)
- ★ [List of Administrative Control Courts](#)

[Arizona](#) | [California](#) | [Colorado](#) | [Connecticut](#) | [Florida](#) | [Georgia](#) | [Hawaii](#) | [Illinois](#) | [Indiana](#) | [Louisiana](#) | [Maryland](#) | [Massachusetts](#) | [Michigan](#) | [Minnesota](#) | [Missouri](#) | [Nebraska](#) | [Nevada](#) | [New Jersey](#) | [New Mexico](#) | [New York](#) | [North Carolina](#) | [Northern Mariana Islands](#) | [Ohio](#) | [Oregon](#) | [Pennsylvania](#) | [Puerto Rico](#) | [Tennessee](#) | [Texas](#) | [Utah](#) | [Virginia](#) | [Washington](#)

Massachusetts

Boston Immigration Court

Judge Name	Internet-Based Hearing Link	Access Code (Telephonic)*
ACIJ Todd A. Masters (TAM)	https://eoir.webex.com/meet/IJ.Masters	199 953 4722
Mark Donovan (MDD)	https://eoir.webex.com/meet/IJ.Donovan	2824 871 6441
John Furlong Jr. (JMF)	https://eoir.webex.com/meet/IJ.Furlong	199 352 0991
Erin Gover (ERG)	https://eoir.webex.com/meet/IJ.Erin.Gover	2818 611 2087
Michelle Kahan (MEK)	https://eoir.webex.com/meet/IJ.Kahan	2763 042 2141
Brenda O'Malley (OMB)	https://eoir.webex.com/meet/IJ.Omalley	199 711 3737
Roopal Patel (RLP)	https://eoir.webex.com/meet/IJ.Roopal.Patel	2827 418 2297
Mario Sturla (MJS)	https://eoir.webex.com/meet/IJ.Sturla	199 021 0360

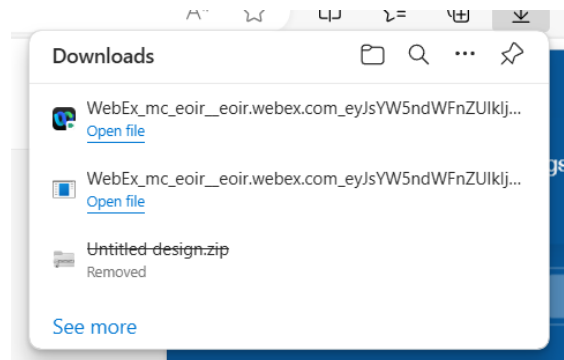
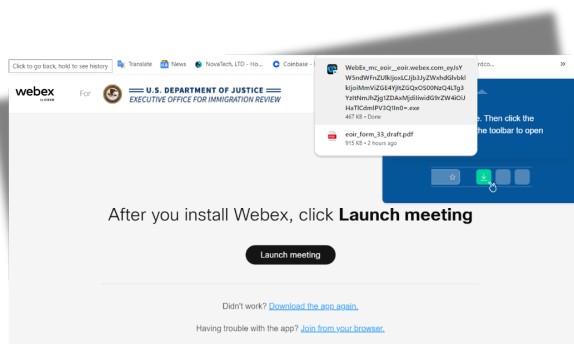
- Scroll to the city where your immigration court is located. Then, find your judge's name.
- Click on the "Internet-Based Hearing Link" next to your judge's name.

We recommend you click the link to log on for your hearing at least 15 minutes before your scheduled appearance. That way, if any technical issues come up, you have time to address them.

STEP 3 DOWNLOAD WEBEX AND ATTEND YOUR HEARING

These next steps may change depending on the device you are using to login. We strongly advise that you use a laptop and internet connection for attending your hearing. If you do not have a laptop, we strongly advise that you make plans a week or two before your hearing to get a laptop from a local library. Any device you use must have a working camera and microphone.

- DOWNLOAD the Webex application, following the instructions on your computer.



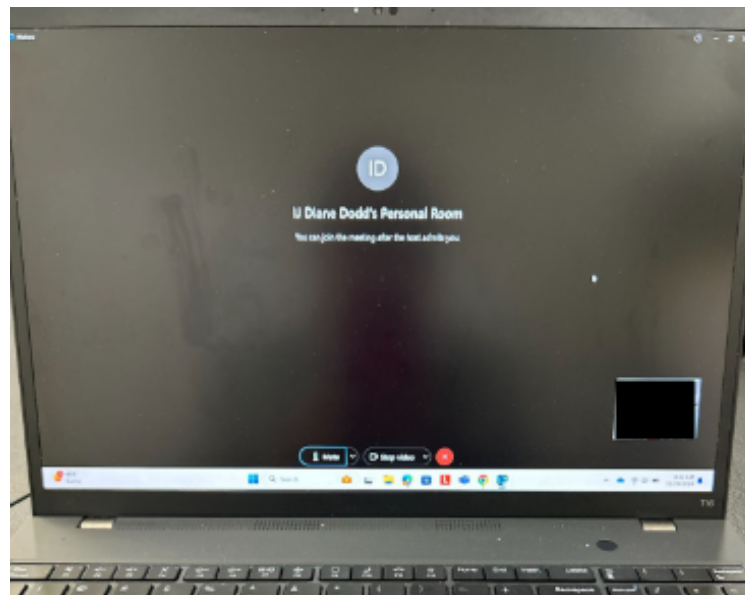
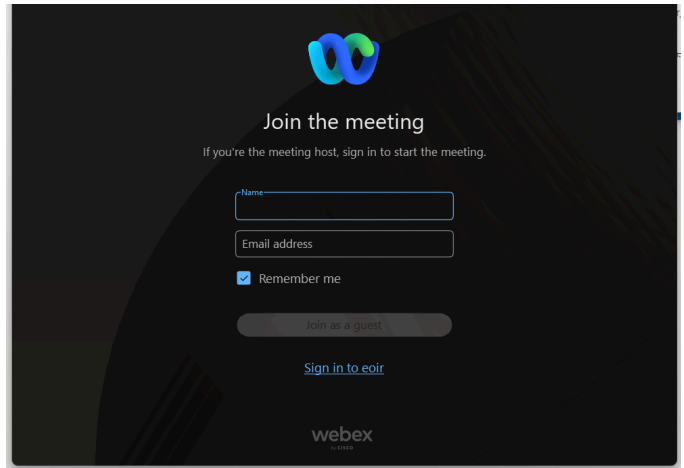
- Before you proceed, make sure you are ready to begin the hearing in a suitable environment. Generally, judges will not let you appear for immigration court proceedings via smart phone. Judges also may refuse to speak to you if you are in a car, grocery store, or other public spaces.
- Set yourself up for the hearing in a quiet, private place with minimal background noise. Every person present in the room must be visible on the webcam to the judge.



CONTINUED...

DOWNLOAD WEBEX AND ATTEND YOUR HEARING

- Once you download Webex, type your name and your email address. Then, press “Join as a guest” to access the hearing.
- If you login before the hearing start time, you will be placed in a waiting room. The court will let you into the Webex courtroom when the judge is ready to begin.



ONCE YOU ARE IN THE WEBEX COURTROOM:

- You will be muted. Sometimes, the judge or clerk may ask everyone to unmute and identify themselves. Other than that, you will be muted and should only unmute when your case is called.
- All parties with a hearing scheduled for that day should be prepared to appear via video on Webex, including children, unless the judge has said otherwise.

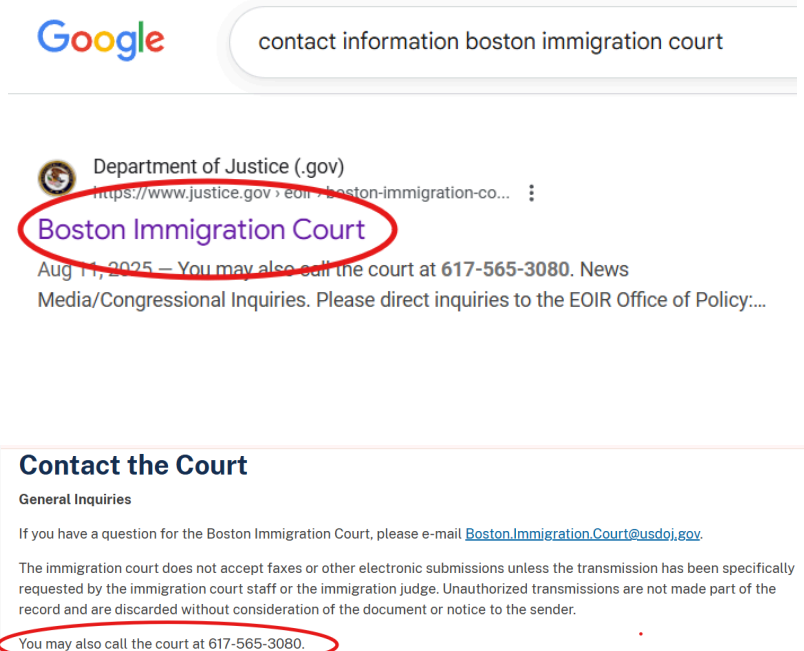
IF YOU ARE STRUGGLING TO ACCESS THE WEBEX HEARING OR ARE STUCK IN THE WEBEX WAITING ROOM...

1. DO NOT PANIC. BE PATIENT.

Sometimes, judges take a while to open their Webex rooms because they address people who are there in person first. You may have to wait for a long time.

2. CONTACT THE COURT

- Google search the contact information for your immigration court. Click the website page for your immigration court.
- Click or scroll down to the "Contact the Court" section. Dial the main phone number.



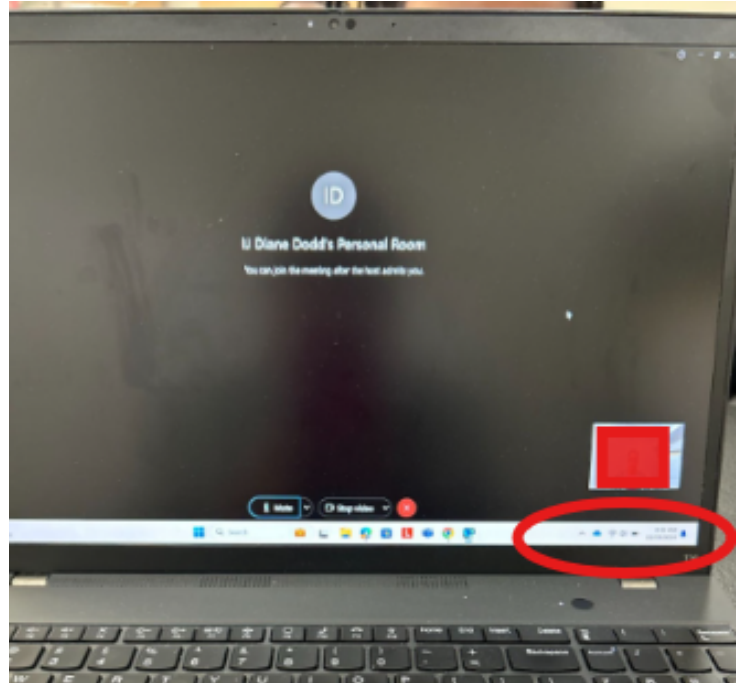
The screenshot shows a Google search interface with the query "contact information boston immigration court". The search results include a link to the Department of Justice website, specifically the Boston Immigration Court page. The text "Boston Immigration Court" is circled in red. Below the link, there is a news snippet dated August 11, 2025, which includes the phone number 617-565-3080. This phone number is also circled in red. The "Contact the Court" section is visible below the search results, with the phone number 617-565-3080 circled in red.

- Dial the extension to talk to a court employee and bring the issues you are experiencing to their attention.
- Ask them to let your judge or the judge's clerk know that you are trying to appear for your hearing on Webex.
- Have your A number ready to provide to the court employee so that they can look up your case. You may need an interpreter to speak with the court employee.

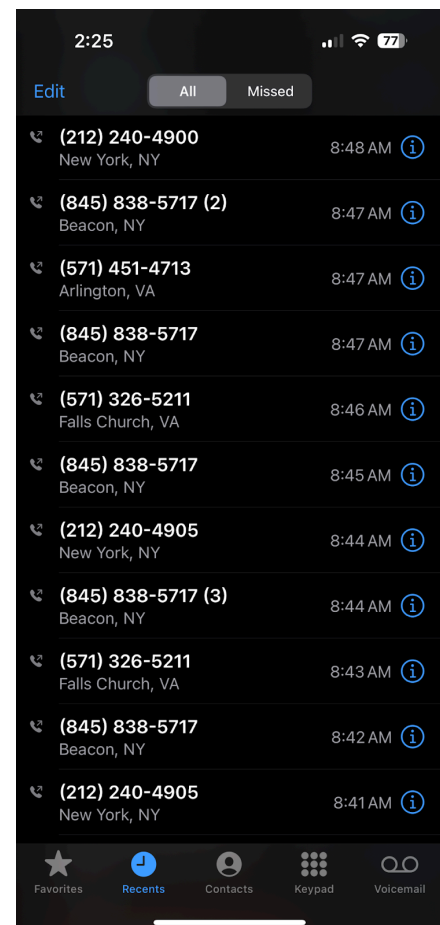
IF YOU ARE STRUGGLING TO ACCESS THE WEBEX HEARING OR ARE STUCK IN THE WEBEX WAITING ROOM...

3. DOCUMENT YOUR EFFORTS

- If you are in the judge's Webex waiting room for 15 minutes after your scheduled hearing time, take a screenshot or photo that shows you are waiting. Make sure the screenshot shows the computer's date and time stamp.
- If the waiting continues, take a screenshot like this every 30 minutes.



- If you call the court many times and are unable to reach anyone, take screenshots that show your attempted calls.



These screenshots can help an attorney show the immigration court the efforts you took to appear for your hearing via Webex if the judge orders you removed for missing your hearing.

HOW TO CHECK YOUR ASYLUM CLOCK

CALL 1-800-898-7180

To reach the EOIR phone line



STEP

1

PRESS 1 for instruction in English
or
PRESS 2 for instruction in Spanish

PRESS # to skip the menu

At this time, there is no Haitian Creole option.

STEP

2

ENTER your Alien number

*PRESS 1 to confirm your A
number

*PRESS 1 to confirm your name

STEP

3

To learn how much time has passed since you
submitted your asylum application, PRESS 2.



**Remember, after 150 days have passed, asylum
applicants can apply for a work permit.**

**After 180 days have passed, USCIS will produce
your EAD card.**



CHANGING YOUR ADDRESS WITH EOIR (IMMIGRATION COURT)

If you are in removal proceedings:

- You must file the Address Change form (**EOIR-33/IC**) with the immigration court within **5 working days** if:
 - Your address changes, or
 - You receive a Notice to Appear with incorrect contact information.
- The court sends all official mail (notices, decisions) to the address you provide.
- Contact information will only be updated if you submit this form, not through motions, pleadings, or other court communications.
- If you miss a hearing because notice was sent to an incorrect listed address:
 - DHS may detain you.
 - The court may hold the hearing without you and issue a removal, deportation, or exclusion order.



EOIR | Respondent Access

- Changing your address with the U.S. Postal Service (USPS) **WILL NOT CHANGE** your address with the Immigration Court and USPS **MAY NOT FORWARD** your mail from EOIR.
- The most efficient way to update your address with EOIR/immigration court is to submit the [Change of Address form online](#).
- **You don't need to create an account**, simply visit:
<https://respondentaccess.eoir.justice.gov/en/forms/eoir33ic/>
- You can also fill a paper **form EOIR-33/IC**. Please note you will need your immigration court address as well as the OPLA office nearest to the court to complete this form.
- Complete a Change of Address for each family member.
- We recommend taking action promptly to avoid any potential issues with your immigration status.

HOW

TO CHANGE YOUR ADDRESS

WITH IMMIGRATION COURT ONLINE

PART



To complete the Change of Address Form (EOIR-33/IC) online, go to <https://respondentaccess.eoir.justice.gov/en/forms/eoir33ic/>

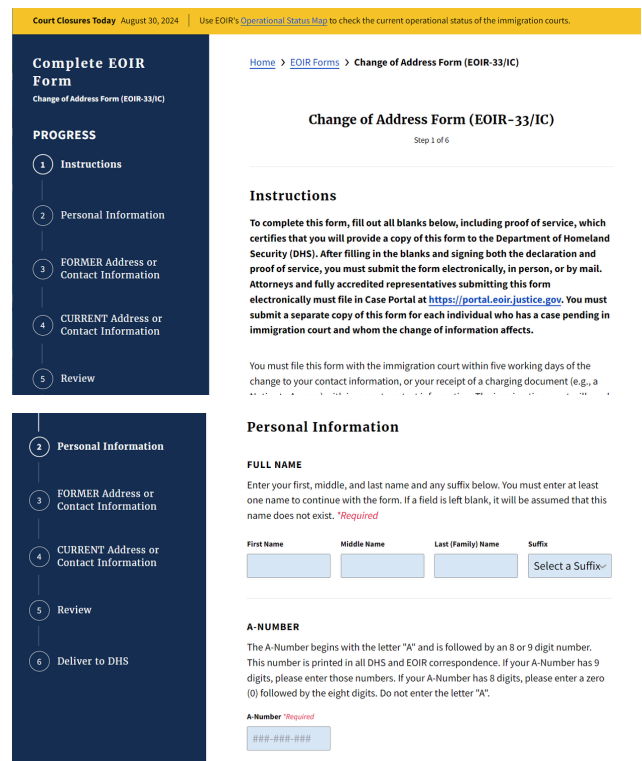
PART



From the **INSTRUCTIONS** page, click next to go to **PERSONAL INFORMATION** page.

Enter your first, middle, and last name and any suffix below. You must enter at least one name to continue with the form.

Enter your A-Number. The A-Number begins with the letter "A" and is followed by an 8 or 9 digit number. Do not enter the "A".



Complete EOIR Form
Change of Address Form (EOIR-33/IC)

PROGRESS

- 1 Instructions
- 2 Personal Information
- 3 FORMER Address or Contact Information
- 4 CURRENT Address or Contact Information
- 5 Review

Change of Address Form (EOIR-33/IC)
Step 1 of 6

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. Attorneys and fully accredited representatives submitting this form electronically must file in Case Portal at <https://portal.eoir.justice.gov>. 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).

Personal Information

FULL NAME

Enter your first, middle, and last name and any suffix below. You must enter at least one name to continue with the form. If a field is left blank, it will be assumed that this name does not exist. **Required*

First Name Middle Name Last (Family) Name Suffix

A-NUMBER

The A-Number begins with the letter "A" and is followed by an 8 or 9 digit number. This number is printed in all DHS and EOIR correspondence. If your A-Number has 9 digits, please enter those numbers. If your A-Number has 8 digits, please enter a zero (0) followed by the eight digits. Do not enter the letter "A".

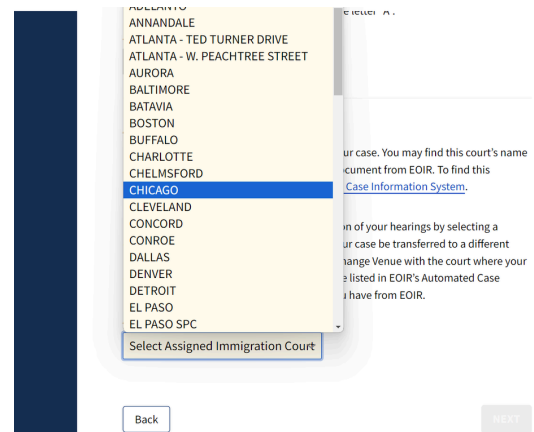
A-Number **Required*

PART



Select the immigration court that is hearing your case. That court is the one listed in EOIR's Automated Case Information System and on the documents you have from EOIR.

Please note that you cannot change the location of your hearings by selecting a different court on this form.



ANNANDALE
ATLANTA - TED TURNER DRIVE
ATLANTA - W. PEACHTREE STREET
AURORA
BALTIMORE
BATAVIA
BOSTON
BUFFALO
CHARLOTTE
CHELMSFORD
CHICAGO
CLEVELAND
CONCORD
CONROE
DALLAS
DENVER
DETROIT
EL PASO
EL PASO SPC

Select Assigned Immigration Court

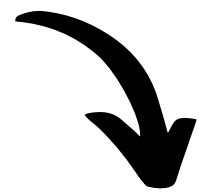
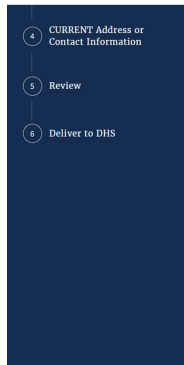
Back NEXT

PART

4

Enter your **FORMER** Address and click Next.

On the next page, enter your **CURRENT** Address and click Next.



PART

5

On the **REVIEW** page, review the completed form.

Sign your name that you agree to send copy of the EIOR-33/IC form to DHS/ICE. Select the ICE field office associated with your immigration court.

You can locate the correct ICE field office address here <https://www.ice.gov/contact/field-offices?office=12>



PART

6

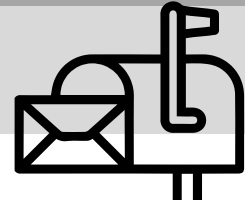
Enter your email address for email confirmation.

Sign your name, select date, and **SUBMIT**. You are almost done!

To **FINISH**, **Download, Print, and Mail** copy of the address change form to the ICE field office you selected in step #5.



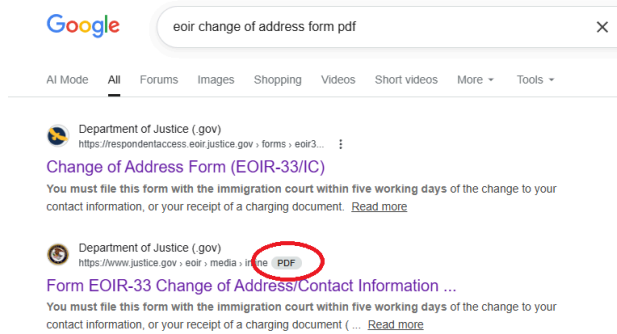
HOW TO CHANGE YOUR ADDRESS WITH IMMIGRATION COURT BY MAIL



STEP 1

1

Google "EOIR change of address form pdf" to obtain the most recent version of the proper form. Click on result that is a PDF.



Your nine-digit alien number can be found on your work permit, USCIS receipts, I-94s, etc.

STEP 2

2

Print out TWO copies of the form and fill them out. Here are some tips.

Fill your former address in this LEFT section. This should be the last address that immigration had on file for you.

Fill in new address in this RIGHT section

Sign and date here

Add the address for the OPLA office for your immigration court. Search here: <https://www.ice.gov/contact/fied-offices?office=12>

You sign here to attest you will mail a copy of this form to OPLA.

Make sure you are filling the most recent version of the form

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

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 a change to your contact information in EOIR's records upon receipt of this form; the immigration court will not change contact information based on different information on pleadings, motions, or other communications with the court.

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.

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

SIGN HERE

Signature _____ Date _____

PROOF OF SERVICE

I, _____ (Name), provided a copy of this Change of Address Form on, _____ to the _____ 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.

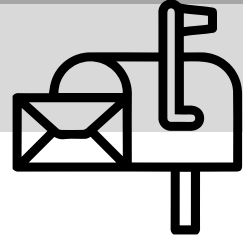
No service needed. I am an ECAS-registered user who filed through the ECAS Case Portal.

SIGN HERE

Signature _____

Form EOIR-331C
Revised February 2022

HOW TO CHANGE YOUR ADDRESS WITH IMMIGRATION COURT BY MAIL



SERVICE INSTRUCTIONS

1. Provide a copy of the completed form to the DHS ICE Office of the Principal Legal Advisor (OPLA) per the method you specified in the PROOF OF SERVICE above. Copies provided electronically can be done through DHS ICE eService Portal, located at <https://eservice.registration.ice.gov>. Addresses for DHS ICE OPLA Field Locations where copies can be mailed or delivered in-person are available online at <https://www.ice.gov/contact/legal>. Failure to comply with these requirements may result in EOIR rejecting the filing.
2. To mail the form to the immigration court, fold the page at the dotted lines marked "Fold Here" so that the address is visible. (**Important:** Ensure the address section is visible after you fold the page.)
3. Staple, or otherwise secure, the folded form along the open end marked "Fasten Here."
4. Place appropriate postage stamp in the area marked "Place Stamp Here."
5. Write your return address in the area marked "PUT YOUR ADDRESS HERE."
6. Mail the original form to the immigration court.

Fold Here

PUT YOUR ADDRESS HERE

Place
Stamp
Here

U.S. Department of Justice
Executive Office for Immigration Review
Immigration Court
970 Broad Street
Room 1200
Newark, NJ 07102

Fold Here

Privacy Act Notice

The information on this form is required by 8 U.S.C. § 1229a(k)(1)(F)(i) and 8 C.F.R. § 1003.15(d)(2) in order to notify EOIR's immigration court of any change(s) in your address or phone number. The information you provide is mandatory. Failure to provide the requested information limits the notification you will receive and may result in adverse consequences noted above. 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, and EOIR-003, Practitioner Complaint-Disciplinary Files.

Fasten Here

Form EOIR-333C Revised
February 2022

Mail the form to your court immigration court. The address can be found on the EOIR website: <https://acis.eoir.justice.gov/en/>

STEP

3

Mail one form to the immigration court where your hearing is, and mail the other form to your court's corresponding OPLA office.

W O R K S H E E T S

W O R K S H E E T S

W O R K S H E E T S

MY ADDRESSES IN THE USA

STREET :

CITY :

STATE :

ZIP CODE :

DATES YOU LIVE THERE:

STREET :

CITY :

STATE :

ZIP CODE :

DATES YOU LIVE THERE:

STREET

CITY :

STATE :

ZIP CODE :

DATES YOU LIVE THERE:

STREET :

CITY :

STATE :

ZIP CODE :

DATES YOU LIVE THERE:

STREET

CITY :

STATE :

ZIP CODE :

DATES YOU LIVE THERE:

STREET :

CITY :

STATE :

ZIP CODE :

DATES YOU LIVE THERE:

STREET

CITY :

STATE :

ZIP CODE :

DATES YOU LIVE THERE:

STREET :

CITY :

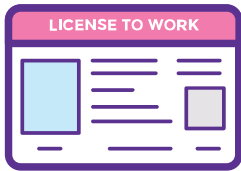
STATE :

ZIP CODE :

DATES YOU LIVE THERE:

YOUR IMPORTANT IDENTIFICATION NUMBERS

1



Alien (A) Number

2



Social Security Number

3



Passport Number

4



License Number

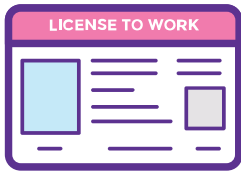
5



Health Insurance Number

YOUR IMPORTANT IDENTIFICATION NUMBERS

1



Alien (A) Number

2



Social Security Number

3



Passport Number

4



License Number

5



Health Insurance Number



MYUSCIS LOGIN TRACKER

NAME :

BACKUP CODE :

EMAIL :

PASSWORD :

NAME :

BACKUP CODE :

EMAIL :

PASSWORD :

NAME :

BACKUP CODE :

EMAIL :

PASSWORD :

NAME :

BACKUP CODE :

EMAIL :

PASSWORD :

NAME :

BACKUP CODE :

EMAIL :

PASSWORD :

NAME :

BACKUP CODE :

EMAIL :

PASSWORD :

KEEP ALL OF YOUR PASSWORDS PRIVATE

PASSWORD TRACKER

WEBSITE / ACCOUNT:
EMAIL:
USERNAME:
PASSWORD:
NOTES:

WEBSITE / ACCOUNT:
EMAIL:
USERNAME:
PASSWORD:
NOTES:

WEBSITE / ACCOUNT:
EMAIL:
USERNAME:
PASSWORD:
NOTES:

WEBSITE / ACCOUNT:
EMAIL:
USERNAME:
PASSWORD:
NOTES:

WEBSITE / ACCOUNT:
EMAIL:
USERNAME:
PASSWORD:
NOTES:

WEBSITE / ACCOUNT:
EMAIL:
USERNAME:
PASSWORD:
NOTES:

WEBSITE / ACCOUNT:
EMAIL:
USERNAME:
PASSWORD:
NOTES:

WEBSITE / ACCOUNT:
EMAIL:
USERNAME:
PASSWORD:
NOTES:

EMERGENCY CONTACTS

FIRE DEPARTMENT

TELEPHONE:

EMAIL:

POLICE DEPARTMENT

TELEPHONE:

EMAIL:

FAMILY DOCTOR

TELEPHONE:

EMAIL:

FAMILY DOCTOR

TELEPHONE:

EMAIL:

PHARMACY

TELEPHONE:

EMAIL:

POISON CONTROL CENTER

TELEPHONE:

EMAIL:

EMERGENCY HOTLINE (911)/

LÍNEA DE EMERGENCIA (911)

INSURANCE

TELEPHONE:

EMAIL:

GENERAL CONTACT LIST

NAME & NOTES

 CONTACT NUMBERS

NAME

OFFICE

TELEPHONE

ADDRESS

E-MAIL

NAME

OFFICE

TELEPHONE

ADDRESS

E-MAIL

NAME

OFFICE

TELEPHONE

ADDRESS

E-MAIL

NAME

OFFICE

TELEPHONE

ADDRESS

E-MAIL

NAME

OFFICE

TELEPHONE

ADDRESS

E-MAIL

NAME

OFFICE

TELEPHONE

ADDRESS

E-MAIL

IMPORTANT APPOINTMENTS CHECKLIST

BELOW, WRITE DOWN IMPORTANT DOCUMENTS YOU NEED TO BRING WITH YOU TO YOUR NEXT APPOINTMENT.

DATE/DAT:

- _____
- _____
- _____
- _____
- _____

DATE/DAT:

- _____
- _____
- _____
- _____
- _____

DATE/DAT:

- _____
- _____
- _____
- _____
- _____

AFTER MY APPOINTMENT NOTES

APPOINTMENT TYPE & DATE -

I MET WITH -

NEXT APPOINTMENT / DEADLINES -

APPOINTMENT NOTES -

APPOINTMENT TYPE & DATE -

I MET WITH -

NEXT APPOINTMENT -

APPOINTMENT NOTES

Monthly BUDGET PLANNER



MONTH

JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC



INCOME

DATE	DESCRIPTION	AMOUNT
TOTAL:		



EXPENSES

DATE	DESCRIPTION	AMOUNT
TOTAL:		



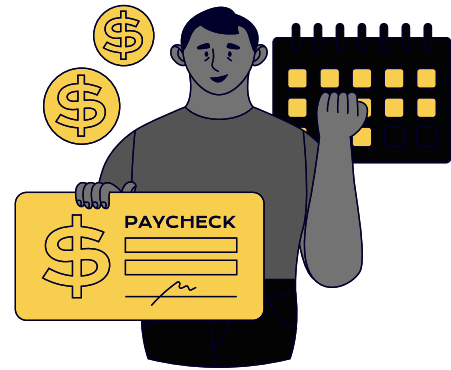
SUMMARY

TOTAL INCOME	TOTAL EXPENSES	TOTAL SAVINGS



NOTES







YOUR PAYCHECK



This worksheet helps break down the components of a typical paycheck.

English	Note/Remak
Gross Wage	The number of hours you work multiplied by the hourly wage of a job in a period.
Net Pay	Total salary after taxes and deductions
Federal Income Tax	A deduction based on your income bracket (it can be 10%, 12%, 22%, 24%, 32%, 35%, or 37%)
State Income Tax	A flat rate of 5% deduction in the state of MA
Social Security Tax	A deduction of 6.2% for the social security department
Medicare Tax	A deduction of 1.45% for Medicare
Health Insurance	A voluntary deduction paid for health insurance
Retirement	A voluntary deduction paid for retirement

UTILITY PROVIDER LIST

	UTILITY TYPE	UTILITY COMPANY	CONTACT NUMBER
	Electricity		
	Gas		
	Water		
	Internet		
	Cable TV		
	Trash		

BILLS PAYMENT TRACKER

BILL NAME	DUE DATE	AMOUNT	PAID (YES/NO)	PAYMENT DATE
Rent				
Utilities				
Phone				
Internet				
Cable/Streaming				
Car Insurance				

Tips for Using Your Bill Tracker:

- **Set Reminders:** Use your phone or calendar to set reminders for upcoming bill due dates.
- **Pay Bills on Time:** Avoid late fees and penalties by paying bills before their due dates.
- **Review Bills Monthly:** Check bills for accuracy and any changes in charges.
- **Consider Autopay:** Set up automatic payments for recurring bills to save time and avoid late payments.
- **Track Your Spending:** Use your bill tracker to monitor your spending and identify areas where you can cut back.

By consistently using this bill tracker, you can stay organized, avoid late payments, and effectively manage your finances.

UNDERSTANDING YOUR NEW NEIGHBORHOOD



1. Explore Your Neighborhood:

- Walk or drive around your neighborhood to familiarize yourself with local landmarks and amenities.
- Look for signs or directories that list nearby businesses and services.
- Ask your neighbors for recommendations or suggestions.

2. Utilize Online Resources:

- Search online for local directories or community websites.
- Use mapping apps to find nearby businesses.

3. Visit Local Government Offices:

- Visit your city hall or community center for information about local services and resources.
- Ask for brochures or pamphlets that provide an overview of your area.

4. Join Community Groups or Organizations:

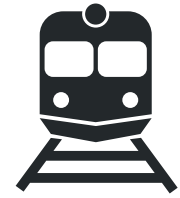
- Connect with other local residents and learn about community events and activities.
- Join neighborhood associations or social groups to meet people and get involved.

5. Stay Informed:

- Read local newspapers or news websites.
- Follow your city or town on social media for updates on events and announcements.

Following these tips may help you understand your new neighborhood better.

UNDERSTANDING THE MBTA



Massachusetts offers a robust public transportation system, including:

- 1) **MBTA:** The Massachusetts Bay Transportation Authority operates buses, subways, trains, and ferries.
- 2) **Regional Transit Authorities:** These agencies serve specific areas within the state.
- 3) **Commuter Rail:** Provides rail service to suburban areas and cities.

PLANNING YOUR TRIPS

Use the MBTA App or Website: The official MBTA app (available for iOS and Android) and website (mbta.com) offer real-time information on schedules, delays, and route maps.

Plan Your Route: Use the MBTA's trip planner to input your starting point and destination. It will provide you with the best route options, including transfers and estimated travel time.

Purchase Tickets or Passes: Tickets can be purchased on the MBTA app, at stations, or onboard some vehicles. Consider buying a CharlieCard, a reusable fare card that offers discounts for frequent riders.

UNDERSTANDING FARES

Cash: Exact change is required on some buses and ferries.

CharlieCard: Offers discounts for frequent riders and can be used on most MBTA services.

Mobile Payments: Some MBTA services accept contactless payments through your smartphone.

RIDING THE MBTA

Buses: Locate the bus stop with the correct route number and destination. Be prepared to pay the fare when boarding.

Subways: Enter the station and find the platform for your desired line. Purchase a CharlieCard or use a single-ride ticket to enter the turnstile.

Trains: Locate the correct platform for your destination and purchase a ticket from a ticket vending machine or at the station.

Ferries: Purchase a ticket at the ferry terminal and board at the designated boarding area.

TIPS FOR RIDING PUBLIC TRANSPORTATION

Be Punctual: Arrive at the station or stop a few minutes early to avoid delays.

Follow Signage: Pay attention to signs and announcements to avoid getting lost.

Be Courteous: Be mindful of other passengers and avoid blocking exits or entrances.

Check for Delays: Use the MBTA app or website to check for any service disruptions or delays.

Plan for Transfers: If your trip involves transfers between different modes of transportation, plan ahead and allow extra time.

By following these tips, you can effectively navigate the public transportation system in Massachusetts, and enjoy a convenient and affordable way to get around.

ACKNOWLEDGMENTS & CREDITS

We would like to extend our heartfelt gratitude to everyone who contributed to the development of this newcomer resources booklet. This project would not have been possible without the dedication, time, and care of those who worked behind the scenes to gather, verify, and organize the information presented here.

A special thank you goes to our content contributor(s), whose commitment to supporting immigrant communities played a vital role in compiling these resources. Their efforts in researching, cross-checking information, and ensuring accessibility have helped make this booklet a reliable and practical guide for those who need it most.

This booklet is a reflection of collaboration, compassion, and a shared goal: to provide clear, helpful, and empowering information to individuals and families navigating immigration processes.

With sincere appreciation,

The IAS Program at MIRA Coalition

FOR MORE RESOURCES, SCAN BELOW:





Massachusetts
Immigrant & Refugee
Advocacy Coalition