



# Homeland Security

## INSTRUCTION SHEET FOR AN UNACCOMPANIED ALIEN CHILD IN IMMIGRATION COURT TO SUBMIT AN I-589 ASYLUM APPLICATION TO U.S. CITIZENSHIP AND IMMIGRATION SERVICES (USCIS)

Alien #: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

ICE Attorney: \_\_\_\_\_

You are receiving these instructions from a representative of Immigration and Customs Enforcement (ICE) because you appear to be an unaccompanied alien child, you are in Immigration Court, and you have indicated your intent to file a Form I-589, Application for Asylum and for Withholding of Removal. You may submit an I-589 application to USCIS only if you have received these instructions from ICE.

### Attachments to this UAC Instruction Sheet:

In addition to these instructions, this packet contains a blank Form I-589 application, Instructions for the I-589, and a USCIS Form AR-11 (Alien's Change of Address Card). You may request from the Immigration Court the List of Free Legal Service Providers.

### Definition of an unaccompanied alien child:

As defined at 6 U.S.C. § 279(g)(2), an unaccompanied alien child means:

a child who—

(A) has no lawful immigration status in the United States;

(B) has not attained 18 years of age; and

(C) with respect to whom—

(i) there is no parent or legal guardian in the United States; or

(ii) no parent or legal guardian in the United States is available to provide care and physical custody.

### Filing Instructions:

**If you are an unaccompanied alien child and you are filing an asylum application, you must file your asylum application with USCIS.**

### Send these 4 items to the address below:

- (1) The completed, signed original and two copies of your Form I-589 application. For more details on how to complete the Form I-589 application and the documents to include in your application, see the Instructions for the I-589, included in this packet and available at [http://www.uscis.gov/files/form/I-589\\_Inst.pdf](http://www.uscis.gov/files/form/I-589_Inst.pdf);
- (2) A Form G-28 (Notice of Entry of Appearance as Attorney or Representative) if you are represented;
- (3) Any documentation you have to indicate that you are an unaccompanied alien child; and

(4) A copy of this UAC Instruction Sheet.

**USCIS Nebraska Service Center  
UAC I-589  
P.O. Box 87589  
Lincoln, NE 68501**

In extenuating circumstances where expeditious processing is required, the Director of the local USCIS Asylum Office may consent to your filing the Form I-589 application directly with the Asylum Office. The contact information is below and is available at [https://egov.uscis.gov/crisgwi/go?action=offices.type&OfficeLocator.office\\_type=ZSY](https://egov.uscis.gov/crisgwi/go?action=offices.type&OfficeLocator.office_type=ZSY).

<p><b>Arlington Asylum Office:</b> Arlington, VA; phone # 703-235-4100. <b>Chicago Asylum Office:</b> Chicago, IL; phone # 312-353-9607. <b>Houston Asylum Office:</b> Houston, TX; phone # 281-774-4830. <b>Los Angeles Asylum Office:</b> Anaheim, CA; phone # 714-808-8000. <b>Miami Asylum Office:</b> Miami, FL; phone # 305-960-8600. <b>Newark Asylum Office:</b> Lyndhurst, NJ; phone # 201-531-0555. <b>New York Asylum Office:</b> Rosedale, NY; phone # 718-723-5954. <b>San Francisco Asylum Office:</b> San Francisco, CA; phone # 415-293-1234.</p>
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After the above items are received by USCIS, **you will receive:**

- A **USCIS receipt notice** in the mail indicating that USCIS has received your asylum application, and
- An **Application Support Center (ASC) notice**, indicating your unique receipt number and providing instructions for you to appear for an appointment at a nearby ASC for collection of biometrics (such as your photograph, fingerprints, and signature). If you do not receive this notice in 3 weeks, call (800)375-5283. You must take both the ASC notice and the USCIS receipt notice to your ASC appointment.

### **Next steps:**

**You must then:**

- Provide a copy of your USCIS receipt notice to the ICE Office of Chief Counsel and to the Immigration Judge at your next hearing.
- If you have a hearing scheduled before the Immigration Court, you must appear. At the hearing, ICE may seek to continue your case in order to allow USCIS to adjudicate your asylum application.
- If you change your address after filing a Form I-589 application, you must submit a Form AR-11 (Alien's Change of Address Card) to USCIS and you must submit a Form EOIR-33 (Alien's Change of Address Form/Immigration Court) to Immigration Court. The Form AR-11 is included in this packet, and is available on the internet at <http://www.uscis.gov/files/form/ar-11.pdf>. The Form EOIR-33 is available on the internet at <http://www.usdoj.gov/eoir/eoirforms/eoir33/ICadr33.htm>.

***Important: If you fail to file a Form I-589 application, USCIS cannot adjudicate your asylum application and an Immigration Judge may proceed with your removal proceedings.***