

PRESENTED AT

2022 A Practical Guide to Immigration Removal Proceedings

June 1-2, 2022
San Antonio, TX

Cancellation of Removal and Other Discretionary Relief

Reference Materials

Sample letter requesting information from teacher

Date:

Teacher Name:

School Name:

Address:

City, State and Zip Code:

Re: Child's name

Dear:

We represent _____ in immigration proceedings. We are attempting to obtain legal permanent residence in the United States for Mr./Ms. _____ and his/her family. In order to succeed in this type of case, Mr./Ms. must prove to the U.S. Citizenship and Immigration Services (USCIS) that his/her U.S. or permanent resident spouse and children will suffer "exceptional and extremely unusual" hardship if they are forced to leave the U.S. The USCIS considers many factors, including the child's acculturation and adaptation to American society, his/her progress in school, whether h/she would be able to adjust to the school system in _____ and the effect of the child's uprooting, loss of friends and community, as well as socio-economic opportunities in the home country.

I am writing to ask if you to write a letter concerning _____'s progress in school. The stronger you could make the letter, the more beneficial it will be for the case. It is important, if this is the case, to state that _____ is well adjusted and has many friends. If possible, please state the school and extra curricular activities that _____ is involved in, as well as the level of parental involvement in _____'s education and school activities. If you can state an opinion as an educator as to the hardships, culturally, socially and/or educationally, that he/she would suffer if uprooted and sent to _____ with his/her mother/father/parents, it would greatly help the case.

One important factor is the child's language ability. If the child does not speak, read or write the parents' language, please include this in your letter. If the child is in a bilingual program, but he/she is more fluent in English, please state this fact. If the child has any special educational needs, please discuss them and the child's progress.

I am enclosing sample letters prepared for other cases which may be helpful. I will be happy to discuss this matter with you. The letter does not need to be notarized, but it should end with the following statement: "I HEREBY CERTIFY THAT THE FOREGOING STATEMENTS ARE TRUE AND CORRECT UNDER PAINS AND PENALTY OF PERJURY." By signing the statement in this manner, you do not have to have your letter notarized.

Please include your education and employment background in the letter or attach a resume so that the Judge or USCIS may evaluate the credibility of your statements.

Thank you for your cooperation in this matter. Please feel free to contact me if you have any questions.

Sincerely,

(print name) Student Attorney

Michelle L. Saenz-Rodriguez
Attorney at Law

Also available as part of the eCourse

[2022 A Practical Guide to Immigration Removal Proceedings eConference](#)

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2022 A Practical Guide to Immigration Removal Proceedings session
"Adjustment of Status (approx. 30 min.)"