

# USCIS Citizenship Education Resources and Initiatives

*An Overview for Libraries*

*Webinar will begin at 1:00 p.m. EST*

## Technical tips for participants:

- For the best audio and to participate in the Q&A portion, connect by phone
- Dial: 1-888-946-7306
- Password: IMLS
- All participants will be muted
- For the Q&A session, the session operator will give instructions on how to ask a question



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# U.S. Citizenship and Immigration Services

USCIS Citizenship Education Resources and Initiatives

*An Overview for Libraries*

March 6, 2014

# What is an Immigrant?

- An individual who has been granted the right to live and work permanently in the United States
- Sometimes referred to as:
  - ✓ Lawful Permanent Resident
  - ✓ Permanent Resident
  - ✓ Green Card Holder



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# Obtaining Lawful Permanent Resident Status

- Lawful permanent resident status can be obtained through a relationship to a family member willing to sponsor a relative:
  - ✓ U.S. citizens can file for spouses, children of any age, parents and siblings
  - ✓ LPRs can file for their spouse, children under 21 or unmarried son/daughter over 21
- An employer willing to sponsor an employee
- Qualify as a refugee or asylee
- Other special immigrant programs



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# General Path to U.S. Citizenship

## Requirements Provide Basis for Civic Integration

In general, lawful permanent residents must:

- Be at least 18 years old and a lawful permanent resident for at least 5 years
- Be physically present and live continuously in the U.S. for a specific period of time
- Be able to read, write, and speak basic English
- Have a basic understanding of U.S. history and government
- Be a person of good moral character
- Demonstrate an attachment to the principles and ideals of the U.S. Constitution



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# Key Steps in the Naturalization Application Process

- File *Form N-400, Application for Naturalization* with USCIS
- Receive an appointment notice for biometrics collection
- Appear for a naturalization interview
  - Form N-400 will be reviewed with a USCIS officer
  - The reading, writing and civics tests will be administered
- If approved, a naturalization ceremony will be scheduled for the applicant to take the Oath of Allegiance
- For more information on the naturalization test and study materials, visit [www.uscis.gov/citizenshiptest](http://www.uscis.gov/citizenshiptest)
- To learn more about citizenship, visit: [www.uscis.gov/citizenship](http://www.uscis.gov/citizenship)



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# About the Office of Citizenship

## Strategic Goals

Established by the Homeland Security Act of 2002, the Office of Citizenship engages and supports partners to welcome immigrants, promote English language learning and education on the rights and responsibilities of citizenship, and encourage U.S. citizenship by:

- Providing immigrants with opportunities and tools to become vested citizens;
- Building community capacity to prepare immigrants for citizenship; and
- Promoting dialogue and collaboration on civic integration and citizenship and raising awareness of its importance to society



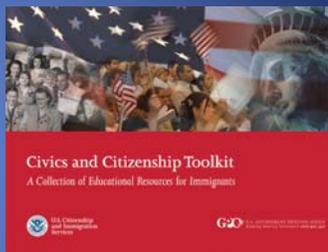
# USCIS Citizenship Education Resources



# Civics and Citizenship Toolkit

## Free Resource for Organizations

- Contains educational materials designed to help permanent residents learn more about the United States and prepare for the naturalization process
- Comprises immigration and civics publications, handbooks, guidance on product usage, and multimedia tools
- Immigrant-serving organizations can register to receive a free copy at [www.uscis.gov/citizenshiptoolkit](http://www.uscis.gov/citizenshiptoolkit)



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The screenshot shows the website for the U.S. Citizenship and Immigration Services. The header includes the agency logo, navigation links (Home, Contact Us, Email Updates), and a search bar. Below the header is a navigation menu with links for HOME, LEARNERS, TEACHERS, ORGANIZATIONS, and OTHER LANGUAGES. The main content area features a 'Citizenship Resource Center' banner with the text 'Educational Tools and Information for Citizenship Preparation' and a description: 'Providing learners, teachers, and organizations with a one-stop resource for locating citizenship preparation materials and activities.' Below the banner are three columns: 'LEARNERS' with a 'Prepare for U.S. Citizenship' section, 'TEACHERS' with a 'Welcome Teachers' section, and 'ORGANIZATIONS' with an 'Information for Organizations' section. Each section contains a list of resources. At the bottom, there is a footer with links for 'About Us', 'Policies', 'Privacy and Legal Disclaimers', 'Accessibility Policy', 'Contact Us', 'Site Map', 'USCIS.gov', and 'Welcome@USCIS.gov'. The URL 'www.uscis.gov/citizenship' is displayed at the bottom right.

# Where can I find English and/or citizenship classes?

Many community organizations and social service providers offer English and citizenship classes. Immigrants can locate class finders, service providers, and information on USCIS-funded programs at [www.uscis.gov/citizenship/learners/find-help-your-community](http://www.uscis.gov/citizenship/learners/find-help-your-community)



# USCIS Webpage for Libraries

## Highlights Key USCIS Resources for Librarians

USCIS has developed an information page for libraries. This page includes helpful resources, upcoming webinars, contact details for local USCIS Community Relations Officers, and much more. The page is available at [www.uscis.gov/citizenship/organizations/libraries](http://www.uscis.gov/citizenship/organizations/libraries)



# Preparing for the Oath

USCIS and the Smithsonian's National Museum of American History partnered to develop, *Preparing for the Oath: U.S. History and Civics for Citizenship*. This web-based learning tool is designed to help immigrants prepare for the civics portion of the naturalization test. This free resource is available at <http://americanhistory.si.edu/citizenship>. The site includes:

- Short videos on the civics test questions;
- Interactive learning activities;
- Practice tests; and
- Lesson plans for teachers



# Supporting Immigrant Patrons

## Citizenship Engagement Activities for Libraries



*Citizenship Program Participants, Springfield, Massachusetts  
Courtesy of Jewish Family Service of Western Massachusetts*



# Supporting Immigrant Patrons

## Develop Citizenship Corners



Mid Valley Regional Library, Los Angeles, California  
Courtesy of the Los Angeles Public Library



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# Supporting Immigrant Patrons

## Host Immigration-Related Programming

- Citizenship Education Classes
- Naturalization Ceremonies
- Naturalization Information Sessions

If you are interested in working with USCIS on an event or session, please contact:

USCIS-  
IGAO outreach@uscis.dhs.gov



Martin Luther King Jr. Memorial Library, Washington, DC  
Courtesy of U.S. Citizenship and Immigration Services



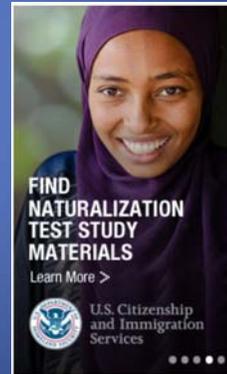
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# Supporting Immigrant Patrons

## Include Citizenship Information on Your Website

Some libraries have a graphic or link to citizenship content from their homepage and others may have users navigate to it through the web site menu. Examples include:

- Los Angeles Public Library
- Queens Library
- Hartford Public Library



# Los Angeles Public Library

LOS ANGELES PUBLIC LIBRARY

Search LAPL for: Library Catalog Keyword

BY LIBRARY ACCOUNT

Collections & Resources | Locations & Hours | What's On? | Get Involved | About LAPL | Library Store

En español  
Kids  
Teens  
Parents  
Teachers  
Job Seekers  
Adult Literacy  
Health Matters  
Online Learning  
ADA Services

How Do I? >  
My Library Account >  
Ask a Librarian >  
Reserve a Computer >  
Find A Library >

### Citizenship Information and Resources

Like Tweet Print this page

#### U.S. Citizenship & Immigration Services

Interested in U.S. Citizenship?	¿Le interesa la ciudadanía de Estados Unidos?
Understand Rights and Responsibilities	Aprenda sobre los derechos y responsabilidades
Learn About Naturalization	Aprenda sobre la Naturalización
Download Form N-400	Descargue el Formulario N-400
Study for the Naturalization Test	Estudie para el Examen de Naturalización
Find Help in Your Community	Encuentre ayuda en su comunidad



# Queens Library

The screenshot shows the Queens Library website with the following elements:

- Header:** Queens Library logo with the tagline "Enrich your life". Navigation links include "Ask a Librarian", "About Us", "Contact Us", "FAQ", "English", and "Login". A search bar is present with options for "By: Keywords", "In: All categories", and "At: All locations".
- Menu:** A red navigation bar with links for "Books", "Entertainment", "Events", "Research", and "Services".
- Breadcrumbs:** "Home » Services » Citizenship Immigration".
- Left Sidebar (Services):**
  - Adult Literacy
  - Citizenship & Immigration**
  - Community Information
  - Computers & Wi-Fi
  - Get a Library Card
  - Health Information
  - International Relations
  - Job Information
  - Learn English
  - Multilingual Services
  - NYC-Connected Communities
  - Older Adults
  - People with Disabilities
  - Veterans Information
  - Citizenship & Immigration**
    - Bienvenidos a Queens!
    - Citizenship Preparation
    - Directory of Immigrant Serving
- Main Content Area:**
  - Citizenship & Immigration**
  - Bienvenidos a Queens!**  
Community information in Spanish on health, immigration issues, housing, English classes and other topics useful for Spanish speakers.
  - Citizenship Preparation**  
A list of organizations offering citizenship preparation classes and immigration services in Queens for free or for low or sliding scale fees. (These services are by referral and not sponsored by Queens Library. List updated every Spring)
  - Learn English**  
A list of organizations offering classes in English for Speakers of Other Languages (ESOL) in Queens for free or for low fees. (These services are by referral and not sponsored by Queens Library.)
  - Directory of Immigrant-Serving Agencies**  
Information on agencies offering low-cost or free social services to immigrants in over 50 languages. You can search by agency location, types of services offered, languages spoken, target group or ethnic group.
- Right Sidebar:** "Printer-friendly" and "Feedback" links.



# Hartford Public Library

The screenshot shows the Hartford Public Library website with the following elements:

- Header:** Hartford Public Library logo with the tagline "A place like no other." Navigation links include "ABOUT", "USING YOUR LIBRARY", "LIBRARY POLICIES", "SUPPORT HPL", "LOCATIONS & HOURS", and "CONTACT US". A "FIND YOUR PLACE" button and social media icons are also present.
- Menu:** A dark navigation bar with links for "Books, Media & More", "Library Services", "Online Education & Research", "Programs & Exhibits", and "Learn About Hartford". A "TRANSLATE" button is also visible.
- Breadcrumbs:** "LIBRARY SERVICES » IMMIGRATION & CITIZENSHIP".
- Left Sidebar (Library Services):**
  - Learning English
  - Citizenship
  - Immigration
  - Multicultural Resources
  - Community & Civic Participation
  - News & Media
- Main Content Area:**
  - U.S. Citizenship and Immigration Services**
  - The American Place (TAP)** is a free library program designed to welcome immigrants and facilitate their transition into their new home city. Our services include free English and Citizenship classes.
  - Self Check Service** Friday, Oct. 18, 2013 at 3:17 PM
  - E-Verify is Available** Thursday, Oct. 17, 2013 at 10:2
- Right Sidebar:**
  - MY ACCOUNT**
  - SEARCH** (Catalog, Articles, Website)
  - GET INVOLVED**
  - GET A LIBRARY**



# What is the Unauthorized Practice of Immigration Law?

The term Unauthorized Practice of Immigration Law (UPIL) generally refers to the provision of legal advice and/or representation regarding immigration matters by an individual who is not an attorney eligible to practice law and in good standing or is not an accredited representative. Legal advice may include:

- Identifying what immigration options an applicant or petitioner may have, and
- Choosing what immigration form to file and/or deciding how to answer questions on immigration forms



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# UPIL Initiative

- UPIL is a serious problem that can affect anyone seeking an immigration benefit
- Perpetrators of immigration services scams often engage in UPIL as a means to defraud their victims
- Through this initiative to combat UPIL and immigration services scams, USCIS seeks to protect the integrity of our immigration system and the best interests of the communities we serve



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## UPII Initiative: Three Pillars

- Public Education
- Capacity Building
- Enforcement



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## Common Scams

- Maintaining websites that resemble official USCIS resources available at [www.uscis.gov](http://www.uscis.gov);
- Selling USCIS forms which are available free of charge at [www.uscis.gov/forms](http://www.uscis.gov/forms);
- Applying for benefits on behalf of an individual who is ineligible for those benefits;
- Falsifying information in documents submitted to USCIS;
- Accepting an individual's money for filing fees without submitting any application or petition to USCIS; or
- Making claims that he or she can obtain government-issued documents because he or she has special influence or a connection with the government



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## Recent Telephone Scam

- USCIS has recently learned of several scams targeting immigrant populations
- One such scam involves phone calls to immigration applicants and petitioners by people claiming to be a USCIS representative. These callers are then requiring that a sum of money be wired immediately to avoid having the applicant's or petitioner's case denied
- The USCIS Customer Access Center will only contact applicants when they directly request to be contacted if there is an excessive hold time. USCIS will never call you requesting immediate payment of fees
- If you are unsure about the validity of the call, please hang up and call the USCIS Customer Service Center at **1-800-375-5283** or make an appointment at your local USCIS office via <http://infopass.uscis.gov>



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## Engaging with USCIS/IMLS

### Next Steps

- Visit the USCIS Citizenship Resource Center's library page under the Organizations tab at [www.uscis.gov/citizenship](http://www.uscis.gov/citizenship)
- Register for a free copy of the *Civics and Citizenship Toolkit* at [www.uscis.gov/citizenshiptoolkit](http://www.uscis.gov/citizenshiptoolkit)
- Consider establishing a citizenship corner at your library
- Post a USCIS widget on your website. Available at [www.uscis.gov/citizenshipawareness](http://www.uscis.gov/citizenshipawareness)
- Consider hosting a citizenship class, information session, or naturalization ceremony at your library



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# Engaging with USCIS/IMLS

## Next Steps (cont.)

- Subscribe to the IMLS newsletter (*Primary Source*) at [www.imls.gov/signup.aspx](http://www.imls.gov/signup.aspx)
- Register for the USCIS free email alert service at [www.uscis.gov/citizenship](http://www.uscis.gov/citizenship) and click on “Email Updates”
- Find information on upcoming webinars for libraries at [www.imls.gov/about/serving\\_new\\_americans.aspx](http://www.imls.gov/about/serving_new_americans.aspx) or on USCIS’s Library page at [www.uscis.gov/citizenship](http://www.uscis.gov/citizenship)
- Contact your local USCIS Community Relations Officer for further information and guidance on the support and opportunities available for libraries



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## About this Presentation

- Authors: USCIS Office of Citizenship/Customer Service and Public Engagement Directorate
- Date of last revision: February 27, 2014
- This presentation is valid as of the date of the last revision.
- This presentation contains no sensitive Personally Identifiable Information (PII).
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