

Dear Adalberto,

Thank you for using CitizenPath to prepare your USCIS paperwork. The following pages include important instructions for completing your form/application and filing it with USCIS.

We want you to have a successful result. Therefore, if you have any additional questions or feel you need further assistance, please contact us.

CONTACT US Mon-Fri 8am to 5pm PST	SELF HELP Available online 24 / 7
1-888-777-9102 support@citizenpath.com	Online at http://www.citizenpath.com/help

We will also be emailing you a quick customer satisfaction survey. We would appreciate your honest feedback so that we can continue to improve our service.

Sincerely,

CitizenPath Customer Support Team

ORDER SUMMARY

ORDER #	1131-4492
COMPLETED BY	Adalberto Cassano
DATE COMPLETED	04/10/2017



Overview for Filing Form I-131

Application for Travel Document

Filing Check List

- Step 1:** Review, sign and date your application
- Step 2:** Make a copy of your final application for your records
- Step 3:** Prepare your filing fee and gather documents to submit
- Step 4:** Mail the completed application to USCIS

Step 1: Review, sign and date your application

Please review your printed application carefully. Make sure that each response reflects the information that you want to communicate to United States Citizenship and Immigration Services (USCIS). Mistakes and omissions of information will cause delays and may even cause your application to be denied. Reviewing the prepared application is applicant's responsibility. CitizenPath will not accept responsibility for the rejection or denial of an application due to the applicant's failure to review the application.

After you have reviewed the application and are comfortable that it is prepared accurately, please sign and date it in black ink on Page 5, Part 8.

Your application must contain original signatures in black ink. A photocopy of a signed application or a typewritten name in place of a signature is not acceptable. If you are under 18 years of age, your parent or legal guardian may sign the application on your behalf. If signing for a child under 18 years of age, sign the child's name, then write 'By' and sign your name.

Step 2: Make a copy of your final application for your records

CitizenPath recommends that you make a copy of the application for your own records.

Step 3: Prepare your filing fee and gather documents to submit

You must send in the following items with your I-131 application:

- As an Adjustment of Status applicant, you do not need to pay a filing fee for this I-131 application provided that you:
 - filed your Form I-485 (Adjustment of Status application) on/after July 30, 2007, with a fee; and
 - the Form I-485 is still pending

If you do not meet the above requirements, submit \$575 payment for the USCIS filing fee with this application for an Advance Parole Document. A biometrics fee is not required. The check or money order must be drawn on a bank or other financial institution located in the United States and must be payable in U.S. currency. Make the check or money order payable to U.S. Department of Homeland Security.

- Submit a copy of an official photo identity document showing your photo, name, and date of birth. Examples of documents which may be acceptable include:
 - A copy of the front and back of your employment authorization card (work permit).
 - A copy of a valid government-issued drivers license
- Submit two identical passport-style color photographs of yourself taken within 30 days of filing this application. The photos should:
 - Be 2" x 2" in size
 - Have head height of 1" to 1 3/8" from top of hair to bottom of chin
 - Have eye height between 1 1/8" to 1 3/8" from bottom of photo
 - Have bare head unless you are wearing a headdress as required by a religious order of which you are a member (face must be visible)
 - Have a white to off-white background
 - Be printed on thin paper with a glossy finish
 - Not be mounted or retouched
 - Have your name and Alien Registration Number (A-Number) written lightly in pencil on the back of each photo. If you do not have an A-Number, write your birthday.
- Submit a copy of the Form I-797, Notice of Action, showing that your Application to Adjust Status (Form I-485) application was accepted.

Any document containing foreign language submitted to USCIS must be accompanied by a full English language translation which the translator has certified as complete and accurate, and by the translator's certification that he or she is competent to translate from the foreign language into English. Learn more about certified translations at <http://support.citizenpath.com/hc/en->

[us/articles/202483933](https://www.citizenpath.com/us/articles/202483933)

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Step 4: Mail the completed application to USCIS

To mail your application, use a 9" x 12" envelope (or larger if necessary to accommodate documentation).

Write your return address in the upper left corner of the envelope. If there is any problem sending your application, the mail carrier should return it to this address.

Insert your application, payment and all supporting documents in the envelope/package and mail from a post office by certified mail or a courier service that provides a return receipt. Your application package should be organized in the following order:

1. Payment (check or money order) paper clipped to top page
2. Cover letter (optional)
3. Form I-131
4. Supporting documents

If you would like to mail your application via U.S. Postal Service (USPS), address it to:

USCIS
P.O. Box 660867
Dallas, TX 75266

If you prefer to mail your application using a traceable courier service (USPS Express Mail, FedEx, UPS), address it to:

USCIS
2501 S State Hwy 121 Business, Suite 400
Lewisville, TX 75067

Go to www.uscis.gov/i-131 to find the mailing instructions for your situation.

CitizenPath recommends you take your envelope into a post office to mail so that you can ensure that you have included proper postage and use certified mail or a courier service. Keep your return receipt in a safe place (such as with your other immigration-related paperwork).

What You Should Know

The Department of Homeland Security has the option to revoke or terminate your Advance Parole Document at any time, including while you are outside the United States, in which event you may be unable to return to the United States unless you have a valid visa or other document that permits you to travel to the U.S. and seek admission.

Before you apply for an Advance Parole Document, read the following travel warning carefully. For any kind of Advance Parole Document provided to you while you are in the United States:

- Leaving the United States, even with an Advance Parole Document, may impact your ability to return to the United States.
- If you use an Advance Parole Document to leave and return to a port-of-entry in the United States, you will, upon your return, be an "applicant for admission."
- As an applicant for admission, you will be subject to inspection at a port-of-entry, and you may not be admitted if you are found to be inadmissible under any applicable provision of INA sections 212(a), 235, or any other provision of U.S. law regarding denial of admission to the United States. If DHS determines that you are inadmissible, you may be subject to expedited removal proceedings or to removal proceedings before an immigration judge, as authorized by law and regulations.
- As noted above, issuance of an Advance Parole Document does not entitle you to parole and does not guarantee that DHS will parole you into the United States upon your return.
- As noted above, DHS will make a separate discretionary decision whether to parole you each time you use an Advance Parole Document to return to the United States.
- If, upon your return, you are paroled into the United States, you will remain an applicant for admission.
- As noted above, DHS may revoke or terminate your Advance Parole Document at any time, including while you are outside the United States. Even if you have already been paroled, upon your return to the United States DHS may also revoke or terminate your parole in accordance with 8 C.F.R. 212.5. If you are outside the United States, revocation or termination of your Advance Parole Document may preclude you from returning to the United States unless you have a valid visa or other document that permits you to travel to the United States and seek admission.
- If you are in the United States when DHS revokes or terminates your parole, you will be an unparoled applicant for admission, and may be subject to removal as an applicant for admission who is inadmissible under INA section 212, rather than as an admitted alien who is deportable under INA section 237. In addition to the above, if you received deferred action under DACA, you should also be aware of the following:

- Even after USCIS or ICE has deferred action in your case under DACA, you should not travel outside the United States unless USCIS has approved your application for an Advance Parole Document. Deferred action will terminate automatically if you travel outside the United States without obtaining an Advance Parole Document from USCIS.
- If you obtain an Advance Parole Document in connection with a decision to defer removal in your case under DACA and if, upon your return, you are paroled into the United States, your case will generally continue to be deferred. The deferral will continue until the date specified by USCIS or ICE in the deferral notice given to you or until the decision to defer removal action in your case has been terminated, whichever is earlier.
- If you have been ordered excluded, deported, or removed, departing from the United States without having had your exclusion, deportation, or removal proceedings reopened and administratively closed or terminated will result in your being considered excluded, deported, or removed, even if USCIS or ICE has deferred action in your case under DACA and you have been granted advance parole.
- If you are in the United States and seek an Advance Parole Document, a document may not be issued to you if:
 - You hold a nonimmigrant status, such as J-1, that is subject to the 2-year foreign residence requirement as a result of that status. Exception: If you are someone who was subject to this requirement but are now eligible to apply for adjustment of status to lawful permanent resident, USCIS may consider your application for advance parole; or
 - You are in exclusion, deportation, removal, or rescission proceedings, unless you have received deferred action under DACA. You may, however, request parole from ICE (www.ice.gov/contact/ero).
- If you depart from the United States before the Advance Parole Document is issued, your application will be considered abandoned.

Note: Do not use this form if you are seeking release from immigration custody and you want to remain in the United States as a parolee. You should contact your local ICE office about your request (www.ice.gov/contact/ero).

(Source: USCIS)

In some rare circumstances a Travel Document may not be issued to you if a notice was published

in the Federal Register that precludes the issuance of such a document for travel to the area where you intend to go. Always be aware of the U.S. State Department's travel alerts and warnings by visiting <http://travel.state.gov/content/passports/english/alertswarnings.html>.

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What's Next?

1. Upon receiving your application, USCIS will mail you Form I-797, Notice of Action, within the next month. This letter is a receipt that you have successfully filed Form I-131.
2. Next, USCIS will inform you in writing when to go to your local USCIS Application Support Center (ASC) for a biometrics services appointment. The biometrics appointment is a relatively short appointment that will include gathering your fingerprints, photograph and signature for a background check. Note: Applicants for an Advance Parole Document will not be required to attend a biometrics appointment. Likewise, applicants younger than 14 and older than 79 years of age are not required to attend a biometrics appointment. Note to Reentry Permit and Refugee Travel Document applicants: Failure to appear at a biometrics appointment may result in denial of your application.
3. You will be notified of the decision in writing. A decision on Form I-131 generally takes 90 days. Processing times will vary. You may use the receipt number from your Form I-797, Notice of Action, to check the status of your case on the [USCIS website](#)