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NYIC Training Attendee Attestation

Instructions

The purpose of this form is to:

1. Ensure that attendees of NYIC legal trainings understand what constitutes the practice of law.
2. Verify that attendees of NYIC legal trainings are not engaging in the unauthorized practice of law and will not do so in the future.

If your agency wishes to provide immigration legal services, you must either retain an attorney or seek DOJ recognition for the organization and accreditation for the staff providing immigration legal services. For more information about DOJ recognition and accreditation, please visit our website: www.nyic.org/doj-recognition-accreditation

This form is required for any attendees of NYIC's legal trainings who are not yet lawfully authorized to practice immigration law. This includes any person who is not a DOJ accredited representative or an attorney barred in the United States.

Both the training attendee and their supervisor should review and sign this form. Please submit the completed form to training@nyic.org.

Information

Organization Name: _____

Organization's street address: _____

Telephone number: _____

Training Attendee Name: _____

Training Attendee Title: _____

Supervisor Name: _____

Supervisor Title: _____

What is the Practice of Law?

The “practice of law” in the immigration context includes but is not limited to:

- Applying the law to the particular facts of an individual’s case, particularly to tell them they are or are not eligible for a particular benefit or form of immigration relief
- Advising a person which immigration form the person should complete and/or file,
- Advising a person how to respond to substantive questions on an immigration form
- Advising someone to disclose/not disclose something on an immigration form or in an interview
- Preparing and/or sending correspondence to the immigration authorities on behalf of an individual
- Calling or writing the immigration authorities on behalf of an individual
- Representing an individual during a hearing, interview, or meeting with the immigration authorities
- Appearing in any case before the immigration authorities, either in person or through the preparation or filing of any document, application, or petition, on behalf of another person

Who is authorized to practice immigration law?

- Admitted attorneys
- Law students and recent law school graduates supervised by an attorney
- DOJ accredited representatives (if particular other conditions are met)

Attendee Attestation

I, _____(attendee name), have reviewed the definition of “practice of law” above, and understand what constitutes the practice of law for immigration purposes. I hereby attest that I do not practice law.

Attendee Signature

Date

Supervisor Attestation

I, _____(supervisor name), have reviewed the definition of “practice of law” above and understand what constitutes the practice of law for immigration purposes. I hereby attest that _____ (attendee name) does not practice law and will not practice law unless the organization and the individual are authorized to do so.

Supervisor Signature

Date