

Timeline of Partial to Full Accredited Representative Initiative 2021

Aug. 4:

- Attend informational webinar

Aug. 18:

- Deadline to submit online application

Aug. 23:

- Receive notification of selection status

By Sept. 1:

- Submit completed MOU signed by partial accredited rep, Project Coordinator, and Authorized Representative of participating organization
- Pay \$250 registration fee
- Establish an in-house/local mentorship arrangement with attorney or fully accredited rep and begin obtaining hands-on experience through shadowing ASAP

Sept. 8:

- Attend orientation webinar during which CLINIC staff will discuss expectations, review the schedule, and answer questions
- Start planning to observe a master calendar or individual hearing in immigration court and submit reflections in writing.

September through November: E-learning course comprised of the following:

- Webinars addressing the following topics:
 - Case Assessment
 - Anatomy of a Removal Hearing including Burdens of Proof, Contesting Charges
 - Non-LPR Cancellation of Removal
 - EOIR Practice Rules, Ethics
 - Program Considerations for Providing Removal Defense
 - (Optional) Federal Rules of Evidence for Immigration Court Reps
 - (Optional) BIA Appeals Basics
- Reading materials, including case file that will be used during court skills training and for case assessment exercise
- Exercises and discussion forum
- Posting of court observations

September through November: Continue to review case file in preparation for in-person court skills training

Nov. 29 through Dec. 3: attend online court skills training, 12:30-5PM ET. Attendance for the entire duration of the training is required.

By June 30, 2022:

- Consult with CLINIC FSC on preparing application for full accreditation using R&A toolkit step-by-step guide and samples. Provide final draft for review, submit, and provide date(s) of filing and/or OLAP determination.

Within 3 months of receiving full accreditation from OLAP (even if the date falls after June 30, 2022):

- Accept a removal defense case within 3 months of receiving full accreditation OLAP determination.

Within a month of signing representation agreement with first removal defense client (even if the date falls after June 30, 2022):

- Submit a final report to CLINIC that explains the type of removal defense case you are representing and how this in-depth training and full accreditation status impacted you professionally and your organization's capacity to serve your local immigrant communities. Alternatively, if you do not obtain full accreditation status or accept a removal defense case, your report should explain why you were unable to complete these requirements.

Name of Partial Accredited Representative

Email and Phone

Signature of Partial Accredited Representative

Date

Name of Project Coordinator

Email and Phone

Signature of Project Coordinator

Date

Name of Mentor

Email and Phone

Signature of Mentor

Date