

WeAreDREAMERS
— NETWORK —

DACA RENEWAL BY MAIL

guide step by step
2024



WHAT DO I NEED TO RENEW MY DACA? STEP BY STEP GUIDE



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When should I renew my DACA?

**You can renew 120-150 days before
your EAD expiration date .**

The NATIONAL IMMIGRATION LAW CENTER has provided us with a calculator by simply putting your expiration date of your current Employment Authorization Document it will give you a date when they recommend you to renew.

<https://www.nilc.org/issues/daca/dacarenewalcalculator/>

PER USCIS WEBSITE: USCIS' current goal is to process DACA renewal requests within 120 days. If your renewal request has been pending more than 105 days and you have not heard from us, please feel free to contact USCIS. Please contact USCIS through the USCIS Contact Center or by sending a message from your USCIS online account inbox.

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CREATE A COVERED LETTER : INCLUDE ALL THE DOCUMENTS THAT YOU'LL
BE MAILING WITH YOUR APPLICATION

Step #1: Fill out all the applications

FORM G-1145,
Electronic Notification of Acceptance of
Petition/Application

FORM I-821d
Consideration of Deferred Action
for Childhood Arrivals



e-Notification of Application/Petition Acceptance

Department of Homeland Security

U.S. Citizenship and Immigration Services

USCIS

Form G-1145

What Is the Purpose of This Form?

Use this form to request an electronic notification (e-Notification) when U.S. Citizenship and Immigration Services accepts your immigration application. This service is available for applications filed at a USCIS Lockbox facility.

General Information

Complete the information below and clip this form to the first page of your application package. You will receive one e-mail and/or text message for each form you are filing.

We will send the e-Notification within 24 hours after we accept your application. Domestic customers will receive an e-mail and/or text message; overseas customers will only receive an e-mail. Undeliverable e-Notifications cannot be resent.

The e-mail or text message will display your receipt number and tell you how to get updated case status information. It will not include any personal information. The e-Notification does not grant any type of status or benefit; rather it is provided as a convenience to customers.

USCIS will also mail you a receipt notice (I-797C), which you will receive within 10 days after your application has been accepted; use this notice as proof of your pending application or petition.

USCIS Privacy Act Statement

AUTHORITIES: The information requested on this form is collected pursuant to section 103(a) of the Immigration and Nationality Act, as amended INA section 101, et seq.

PURPOSE: The primary purpose for providing the information on this form is to request an electronic notification when USCIS accepts immigration form. The information you provide will be used to send you a text and/or email message.

DISCLOSURE: The information you provide is voluntary. However, failure to provide the requested information may prevent USCIS from providing you a text and/or email message receipting your immigration form.

ROUTINE USES: The information provided on this form will be used by and disclosed to DHS personnel and contractors in accordance with approved routine uses, as described in the associated published system of records notices [DHS/USCIS-007 - Benefits Information System and DHS/USCIS-001 - Alien File (A-File) and Central Index System (CIS), which can be found at www.dhs.gov/privacy]. The information may also be made available, as appropriate for law enforcement purposes or in the interest of national security.

Complete this form and clip it on top of the first page of your immigration form(s).

Applicant/Petitioner Full Last Name

Applicant/Petitioner Full First Name


Applicant/Petitioner Full Middle Name

Email Address

Mobile Phone Number (Text Message)

Form G-1145 09/26/14 Y

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Consideration of Deferred Action
for Childhood Arrivals

Department of Homeland Security

U.S. Citizenship and Immigration Services

USCIS

Form I-821D

OMB No. 1615-0124

Expires 10/31/2025

For USCIS Use Only

A-

Case ID:

☐ Requestor interviewed on

Returned: Received:

Resubmitted: Sent:

☐ Select this box if Form G-28 is attached to represent the requestor.

Receipt

Action Block

Remarks

To Be Completed by an Attorney or Accredited Representative, if any.

Attorney State Bar Number (if any):

► START HERE - Type or print in black ink. Read Form I-821D Instructions for information on how to complete this form.

Part 1. Information About You (For Initial and Renewal Requests)

☐ I am not in immigration detention.

☐ I am in immigration detention.

I am requesting:

1. ☐ Initial Request - Consideration of Deferred Action for Childhood Arrivals

OR

2. ☐ Renewal Request - Consideration of Deferred Action for Childhood Arrivals

AND

For this Renewal request, my most recent period of Deferred Action for Childhood Arrivals expires on

Full Legal Name

3.a. Family Name (Last Name)

3.b. Given Name (First Name)

3.c. Middle Name

U.S. Mailing Address (Enter the same address on Form I-765)

4.a. In Care Of Name (if applicable)

4.b. Street Number and Name

4.c. Apt. ☐ Ste. ☐ Flr. ☐

4.d. City or Town

4.e. State 4.f. ZIP Code

Removal Proceedings Information

5. Are you NOW or have you EVER been in removal proceedings, or do you have a removal order issued in any other context (for example, at the border or within the United States by an immigration agent)? ☐ Yes ☐ No

NOTE: The term "removal proceedings" includes exclusion or deportation proceedings initiated before April 1, 1997; an Immigration and Nationality Act (INA) section 240 removal proceeding; expedited removal; reinstatement of a final order of exclusion, deportation, or removal; an INA section 217 removal after admission under the Visa Waiver Program; or removal as a criminal alien under INA section 238.

Form I-821D Edition 10/31/22

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Step #1: Fill out all the applications


FORM I-765,

Application for Employment Authorization

FORM I-765WS

Worksheet

Application For Employment Authorization Department of Homeland Security U.S. Citizenship and Immigration Services		USCIS Form I-765 <small>OMB No. 1615-0040</small> <small>Expires 10/31/2025</small>	
For USCIS Use Only	<input type="checkbox"/> Authorization/Extension Valid From _____	Fee Stamp	Action Block
	<input type="checkbox"/> Authorization/Extension Valid Through _____		
	Alien Registration Number A- [] [] [] [] [] [] [] [] [] []		
	Remarks _____		
To be completed by an attorney or Board of Immigration Appeals (BIA)-accredited representative (if any).		<input type="checkbox"/> Select this box if Form G-28 is attached.	Attorney or Accredited Representative USCIS Online Account Number (if any) [] [] [] [] [] [] [] [] [] []
▶ START HERE - Type or print in black ink.			
Part 1. Reason for Applying			
I am applying for (select only one box):			
1.a. <input type="checkbox"/> Initial permission to accept employment.			
1.b. <input type="checkbox"/> Replacement of lost, stolen, or damaged employment authorization document, or correction of my employment authorization document NOT DUE to U.S. Citizenship and Immigration Services (USCIS) error. NOTE: Replacement (correction) of an employment authorization document due to USCIS error does not require a new Form I-765 and filing fee. Refer to Replacement for Card Error in the What is the Filing Fee section of the Form I-765 Instructions for further details.			
1.c. <input type="checkbox"/> Renewal of my permission to accept employment. (Attach a copy of your previous employment authorization document.)			
Part 2. Information About You			
Your Full Legal Name			
1.a. Family Name (Last Name) [] [] [] [] [] [] [] [] [] []			
1.b. Given Name (First Name) [] [] [] [] [] [] [] [] [] []			
1.c. Middle Name [] [] [] [] [] [] [] [] [] []			
Other Names Used			
Provide all other names you have ever used, including aliases, maiden name, and nicknames. If you need extra space to complete this section, use the space provided in Part 6. Additional Information.			
2.a. Family Name (Last Name) [] [] [] [] [] [] [] [] [] []			
2.b. Given Name (First Name) [] [] [] [] [] [] [] [] [] []			
2.c. Middle Name [] [] [] [] [] [] [] [] [] []			
3.a. Family Name (Last Name) [] [] [] [] [] [] [] [] [] []			
3.b. Given Name (First Name) [] [] [] [] [] [] [] [] [] []			
3.c. Middle Name [] [] [] [] [] [] [] [] [] []			
4.a. Family Name (Last Name) [] [] [] [] [] [] [] [] [] []			
4.b. Given Name (First Name) [] [] [] [] [] [] [] [] [] []			
4.c. Middle Name [] [] [] [] [] [] [] [] [] []			

	<h2 style="margin: 0;">Form I-765 Worksheet</h2> <p style="margin: 0;">Department of Homeland Security U.S. Citizenship and Immigration Services</p>	<p style="margin: 0;">USCIS Form I-765WS OMB No. 1615-0040 Expires 10/31/2025</p>
<p>If you are applying for employment authorization under the (c)(14), Deferred Action, or (c)(33), Consideration of Deferred Action for Childhood Arrivals, categories, you must complete this worksheet so we can determine whether you have an economic need to work. In the spaces provided, indicate your current annual income, your current annual expenses, and the total current value of your assets. Supporting evidence is not required, but U.S. Citizenship and Immigration Services (USCIS) will accept and review any documentation that you submit. You do not need to include other household members' financial information to establish your own economic necessity.</p>		
Part 1. Your Full Name		
1.a.	Family Name (Last Name)	
1.b.	Given Name (First Name)	
1.c.	Middle Name	
Part 2. Financial Information		
1.	My current annual income is:	\$ <input type="text"/>
2.	My current annual expenses are:	\$ <input type="text"/>
3.	The total current value of my assets is:	\$ <input type="text"/>
Part 3. Explanation		
<p>If you would like to provide an explanation regarding your current financial information or your economic need for employment authorization, use the space below.</p> <div style="border: 1px solid black; height: 150px;"></div>		

Form I-765WS Edition 10/31/22
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Step # 2 - Make copies of your documents

COPY OF WORK PERMIT



2x2 PASSPORT PHOTOS



Standard: US - Passport & Visa, 2022-04-1
www.idphoto4you.com

The main documents needed to submit with your EAD to **SHOW YOUR VALID STATUS** and your passport pictures

Also include any **NEW** documents involving removal proceedings or criminal history that you did not already submit to USCIS in a previously approved DACA request



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THIS IS ONLY IF YOU HAVE TRAVEL WITH AP

Step #2 - Make copies of your documents STEP BY STEP GUIDE

CBP I-94 Website Printout

U.S. Customs and Border Protection
Securing America's Borders

Get I-94 Number **I-94 FAQ**

Admission (I-94) Number Retrieval

Admission (I-94) Record Number: 69000888062

Admit Until Date (MM/DD/YYYY): 10/10/2012

Details provided on Admission(I-94) form:

Family Name:	LI
First (Given) Name:	LYDIA
Birth Date (MM/DD/YYYY):	01/01/1990
Passport Number:	P123123213
Passport Country of Issuance:	Mexico
Date of Entry (MM/DD/YYYY):	04/11/2012
Class of Admission:	B1

Departure Number
813106636 11

Department of Homeland Security
CBP I-94A (11/04)
Departure Record

L1
12345
09/17/2007

Family Name
SAMPLE

First (Given) Name
AHMET

Country of Citizenship
PAKISTAN

Birth Date (Day Mo Yr)
22 12 50

20041122 US-VISIT 20050207 MULTIPLE

our exclusion, deportation, or removal from the United States, you may want to ask an immigration attorney or a s (BIA), whether leaving the United States would make you l, aliens who depart the United States after being unlawfully admissibility because of their travel abroad.

n immigration attorney or an immigrant assistance organization

TEXAS SERVICE CENTER
8001 Stemmons Freeway
Dallas, TX 75247
(Authorizing Office)

Parole Stamp

U.S. DEPARTMENT OF HOMELAND SECURITY
PAROLED
Until July 24, 2015
Purpose: DACA
July 27, 2014 4 HOU 1348
(Date) (Location) (Officer)
U.S. DEPARTMENT OF HOMELAND SECURITY

Form I-512L (Rev. 08/31/05)

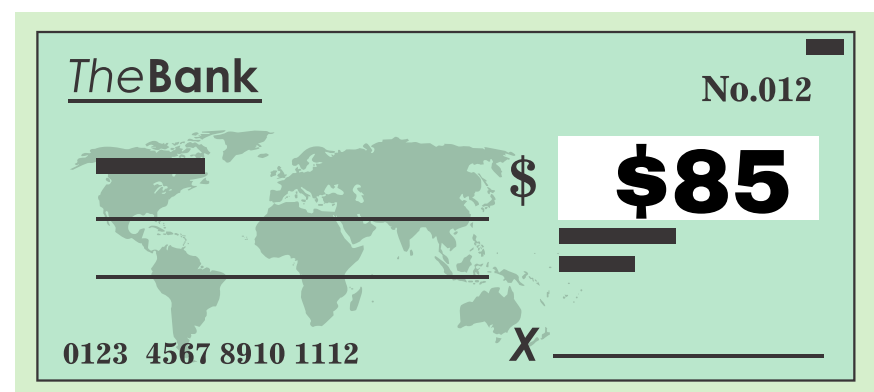
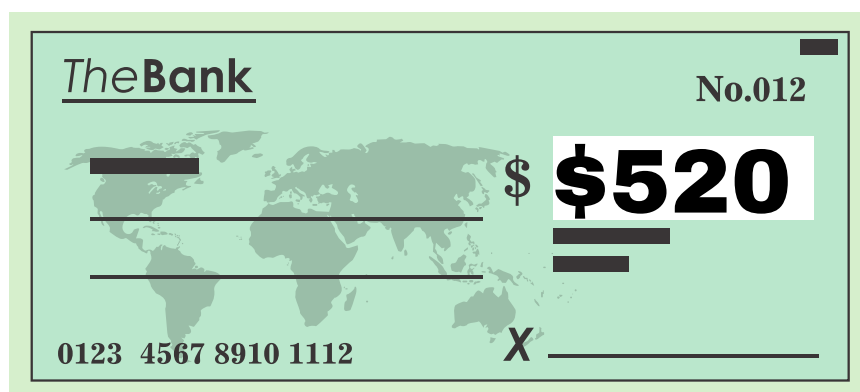


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- Do not print out the applications double sided, only one side, USCIS will reject your forms.
- If you can't filled out your information in the computer, **USE ONLY BLACK OR BLUE PEN** to write your information.
- You have three options to pay the fee for the DACA renewal of **\$605 by mail**, choose one: **REMEMBER IT HAS TO BE TWO PAYMENTS**
 - Money Order, personal check/cashiers check or the form G-1450 (Authorization for credit card transactions)



Both payments are made payable to:

U.S. DEPARTMENT OF HOMELAND SECURITY



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Mail your packet certified with tracking number to know when it will get delivered and keep you inform of any delays.

The mailing address varies depending on the service providers you will use and the state where you live:

Alaska, Alabama, Arkansas, Florida, Guam, Hawaii, Idaho, Kansas, Louisiana, Minnesota, Missouri, Mississippi, Montana, North Dakota, New Mexico, Oklahoma, Puerto Rico, South Dakota, Tennessee, Texas, Utah, U.S Virgin Islands, Wyoming



USCIS

**Attn: DACA
P.O. Box 660045
Dallas, TX 75266-0045**



USCIS

**Attn: DACA (Box 660045)
2501 S. State Hwy. 121,
Business Suite 400 Lewisville,
TX 75067-8003**



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The mailing address varies depending on the service providers you will use and the state where you live:

Colorado, Connecticut, Delaware, District of Columbia, Georgia, Illinois, Indiana, Kentucky, Massachusetts, Maryland, Maine, Michigan, Nevada, North Carolina, New Hampshire, New Jersey, New York, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, Virginia, Vermont, Washington, Wisconsin, West Virginia



USCIS

Attn: DACA

P.O. Box 5757

Chicago, IL 60680-5757



USCIS

Attn: DACA (Box 5757)

131 S. Dearborn 3rd Floor

Chicago, IL 60603-5517



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The mailing address varies depending on the service providers you will use and the state where you live:

California or Arizona



USCIS

Attn: DACA

P.O. Box 20700

Phoenix, AZ 85036-0700



USCIS

Attn: DACA (Box 20700)

2108 E. Elliot Rd.

Tempe, AZ 85284-1806



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THE SWEET WAITING TIME

Congratulations! You are ready to send your renewal, send it a certified **PRIORITY EXPRESS MAIL** (1-2 days guaranteed or your money back, visit USPS to see the cost) and now we will have to wait patiently for a response or for them to ask you for more documents/evidence.

The waiting time is currently 3-5 months, but is subject to change with the influx of requests, remember that this is why you do it in advance.

- Stay up to date with your case in case they send you an appointment for the hueyas or ask you for any evidence.
- Sign up for USPS Informed Delivery, don't miss your mail.
- If your address moves, please update USCIS immediately!
- If your case lasts more than 105 days without approval, you can make an inquiry with USCIS by calling the number **1(800) 375-5283**.
- If your case lasts more than 120 days without approval you can contact your congressman for help, visit: <https://www.house.gov/representatives>

The most important thing is to renew with time!
Please don't let your DACA expire!