

# **Advanced Immigration Practice Employment Visas for Professionals**

**Fall 2019**

## **Syllabus**

This is a practice-oriented course covering the employment-based immigration visa types typically dealt with by a practicing immigration lawyer and a corporate client.

The course covers real world analysis of business visa classifications and related issues of international corporations. Topics include working with H.R. and employees directly; typical employment-based nonimmigrant visas; processing of visas at U.S. Consulates; permanent residence; and a practical explanation of what, where, how and when to file with the USCIS and the U.S. Department of State (DOS).

Students will have a basic foundation in immigration law allowing them to **immediately** contribute to an employment-based immigration law practice.

**Professor:** **William D. Fong**  
713-772-2300 (office)  
713-539-4332 (mobile)  
Email: [wfong@Fonglegal.com](mailto:wfong@Fonglegal.com)

**Class:** Room 107

**Office hours:** None. I will be available for 15 minutes after each class session.

**Text:** *HR Guide to U.S. Business Visas (draft)*

**Optional:** *Bender's Immigration and Nationality Act Pamphlet*  
Lexis Publishing

*CFR 8, Aliens and Nationality*  
U.S. Government Printing Office

**Schedule:** Wednesday, 5:00 to 6:50 pm

**Grading:** Practical take-home final exam.  
Grading is based as if the student were a new associate attorney.

**Class Preparation:** We may spend more or less time than listed on some sections depending on the complexity of the subject matter. We will *not* cover every related issue. I will determine the most important sections for an overall understanding of the

material. This is a practice-oriented course and issues that may be suitable for scholarly discussion will be secondary to the *practical application* of business immigration law. Emphasis is on case analysis and real-world solutions.

To fully understand this subject, you should outline the course material. True understanding of the material requires frequent overviews and constant review of material presented. Attendance is important for a practical seminar.

**Criteria for case review:** All petitions are to be prepared as if turning in a *draft* to me as your supervising attorney. Follow all instructions. **The most important part is the memo to me with the analysis of the case and your recommendation for the client.** The work will be graded as if you were an associate attorney, an actual case and client. Draft forms do not need to be typed. Formatting should be followed as per samples in the EB Immigration Packet.

**Points awarded for:** correct succinct analysis of law and case recommendation; identifying potential problems and correct recommendations; identifying discrepancies; draft of attorney cover letter with correct filing address and filing fees; correct CIS format for names (last name all CAPS, everything else regular); inclusion of relevant supporting information; highlighting missing information on the draft forms (or number on the form); indexing exhibits; and well organized petitions.

**Points deducted for:** petitions prepared as if they were for a class, not a law firm representing a business client filing a case with the USCIS; missing a deadline; including multiple copies of draft forms; inclusion of non-relevant information, non-relevant forms or CIS instruction pages; “signing” forms on attorney’s or clients behalf; inclusion of any fictitious information such as case numbers, file numbers, biographic information, required dates, employment, etc.; drafts of cover letters with fictitious law firm letterheads; typographical errors and misspellings; and poorly organized petitions.

**Academic honesty:** Do not cheat. An honestly earned C will prepare you to be a better immigration attorney than a dishonest A.

## **Primary Reference Material**

*Bender's Immigration and Nationality Act Pamphlet*  
Lexis Publishing

**or**

*Immigration and Nationality Act—An AILA Primary Source Reference*  
American Immigration Lawyers Association

*CFR 8 Code of Federal Regulations; Aliens And Nationality*  
U.S. Government Printing Office

*CFR 22 Code of Federal Regulations; Foreign Relations*  
U.S. Government Printing Office

## **Secondary Reference Material**

*Kurzban's Immigration Law Sourcebook*  
Ira Kurzban  
American Immigration Law Foundation (AILF)

## **Immigration Reference Websites**

[USCIS.gov](https://uscis.gov)

[DHS.gov](https://dhs.gov)

[travel.state.gov](https://travel.state.gov)

[ILW.com](https://ilw.com)

[fragomen.com](https://fragomen.com)

[usbal.com](https://usbal.com)

[shusterman.com](https://shusterman.com)

[murthy.com](https://murthy.com)