

# Migration & Executive Transfer

## Client Alert

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## **USCIS New On-Line System Facilitates Compliance with Change of Address Requirements for Noncitizens**

### **Launch of On-Line System for Complying with Change of Address Requirements on Form AR-11**

U.S. Citizenship & Immigration Services (“USCIS”) has announced an on-line, web-based service that allows noncitizens of the United States to comply with immigration regulations mandating the lodging of Form AR-11 to demonstrate any change in their U.S. address within 10 days of relocation. The AR-11, change of address requirements apply to virtually all noncitizens of the United States, including persons here in a nonimmigrant status or those approved for lawful permanent residency. The only exceptions to the AR-11, change of address notification rules are in the case of nonimmigrants holding A (foreign government officials and their spouse and children) or G (international organization workers and their spouses and children) status, or certain nonimmigrants who do not possess a visa and whose stay in the United States has not exceeded or will not exceed 29 days.

The change of address notification requirements were not aggressively enforced until after September 11, 2001. As part of the enhancement of border security functions subsequent to the September 11 terrorist attacks, the U.S. immigration authorities emphasized the need for noncitizens to comply with the change of address requirements. USCIS has consistently reiterated that failure to comply with the change of address requirements may lead to removal proceedings. In launching this most recent electronic enhancement of the Form AR-11, the agency appears committed to facilitating consistent and timely compliance with the change of address regulations.

Noncitizens who are subject to the special registration requirements of the National Security Entry-Exit Registration System (“NSEERS”) use a special change of address form, Form AR-11SR, which is not yet available in the new electronic USCIS system. NSEERS candidates may obtain the Form AR-11SR on the web site for the U.S. Immigration & Customs Enforcement (“ICE”) agency, but must continue to lodge the form with the agency by the traditional, mail-in procedure.

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## **Facilitation of Notification of Change in Address Records on Applications and/or Petitions that are Filed and Pending with USCIS**

The on-line, web-based service is designed to streamline the AR-11 process, and to enhance the security objectives of the change of address registration. The new system, launched on January 12, 2007, allows applicants to change their address by logging on to the USCIS website at:

<https://egov.immigration.gov/crisgwi/go?action=coa>.

The electronic Form AR-11 is now available at:

<https://egov.immigration.gov/crisgwi/go?action=coa.cr.Residence>.

The on-line system allows applicants to accomplish two purposes through the web-based site - first, to lodge the AR-11 electronically, and second, to notify USCIS of the change of address with regard to any pending applications and/or petitions (except for citizenship applications, as noted in the next section, below). While the filing of the AR-11 does not automatically result in notification on pending applications and/or petitions, the electronic system allows the user to select a second step to accomplish this additional notification, which can be essential to insure receipt of notices of action in any such pending filing. The system, through a series of prompts following the electronic submission of Form AR-11, will allow the user to identify the receipt, or “tracking,” numbers for multiple pending applications and/or petitions, and thus elicit a comprehensive change in the candidate’s address on record with USCIS. In this regard, please note that although NSEERS noncitizens may not use the on-line site to lodge Form AR-11SR, they may use the site to update their address on other pending applications and/or petitions that are lodged with USCIS.

## **Citizenship Applications are not Encompassed by the On-Line Service**

The new web-based system does not facilitate notification of address changes for naturalization applications. USCIS has advised that while citizenship candidates may file the Form AR-11 on-line, they must notify the agency by telephone, using the agency’s toll-free line at 1.800.375.5283, for purposes of modifying the address included with their N-400 naturalization applications. USCIS had indicated that naturalization applications will be added to the new web-based system in the future.

## **Maintenance of Confirmation of AR-11 Filing Records**

At the conclusion of on-line submission of Form AR-11, a confirmation number will be provided by the USCIS web-based system. Applicants should save that confirmation number, and a print-out of the registration confirmation screen shot, as proof of compliance with the AR-11 requirements. In addition, applicants who use the system to lodge changes in their address on any pending applications and/or petitions will receive a separate confirmation page of that submission, which also should be printed and maintained.