

# **SYLLABUS-UH IMMIGRATION CLINIC I** **SPRING SEMESTER 2014**

## **Course Component and Case Rounds**

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**Director Geoffrey A. Hoffman, Clinical Assoc. Professor**  
**Prof. Janet B. Beck, Visiting Assistant Clinical Professor**  
**Prof. Susham M. Modi, Adjunct Prof. and Clinical Supervising Attorney**  
**Prof. Jill Y. Campbell, Clinical Supervising Attorney**

**Class time and location: Room TBD, 4-6 PM, Tuesdays**

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### **Case Rounds**

Premised on the medical model, case rounds help students strategize about their cases with the help of the professors and also fellow students during class. For case rounds this semester, please be ready to discuss the cases assigned to you. You will be asked to present the status of your cases. You should provide a bit of the background of the case. You may be asked to discuss what arguments or research you think will be required to win your case. We will discuss the “theory of the case” and be ready to be asked about the details of the file. Please “learn your file” so you will be able to answer questions posed by the supervising attorney and/or fellow students.

### **Preparation**

Please be sure to read the materials relevant to the topics for each class. These materials are located on the Y drive under course materials. Read those carefully. We will call upon students who should be prepared and ready to discuss the materials and/or cases. If you wish to read more about any particular topic or prepare more for any specific case, read the appropriate section in Kurzban's Immigration Law Sourcebook (13th ed. 2012). This resource has chapters and further information relating to all topics covering immigration law.

### **Practical Skills Training**

After case rounds are completed in a given class, if time allows, we will have presentations on certain practical topics, for example: how to properly assist a client with an affidavit, confidentiality issues, interviewing skills, ethical issues in immigration practice, etc.

### **Outreaches**

All students (both Clinic I and II) are required to do at least one (1) outreach this semester. Professor Campbell conducts about 20 outreaches each year. There are thus plenty of opportunities to do outreaches, in addition to those with Professors Hoffman, Modi, and Beck. Professor Campbell will keep a record of all the outreaches done by students.

### **Grades**

Your grade will be determined based on your performance on the cases assigned to you, as evidenced by your documents, your ability to work with your fellow students, meetings with supervising

attorneys, as well as your Student Logs (in your Y-drive student folders) and class participation. For more information on grades, please see your Student Manual discussed during orientation.

**NOTE:** There is a 48-hour rule concerning sending out any work to be filed with the court or any administrative agency. This should not be construed to mean that you should ignore deadlines imposed by your supervising attorneys in the event they would like drafts or other work turned in earlier than 48 hours. All work must be turned in to your professor for their review by the deadlines *set by the professor* and no work product should be sent outside the Clinic, e.g. CIS, immigration court and BIA filings without the approval and signature of the professor. If a professor does not have enough time to review your work before it is mailed out and you miss the 48 hour deadline this will greatly adversely affect your grade.

Prof. Hoffman will be reviewing your Student Logs as well as your case files in the Y drive in order to determine your grade. He will also ask for input from Profs. Beck, Modi and Campbell.

### **Journals**

Please see the Student Manual for details regarding the contents of a journal. A hardcopy of your journals will be due at the beginning of designated classes and also must be emailed to all professors.

### **Weekly Case Sheets**

You must turn in your Weekly Case Sheets and you must provide copies via e-mail to all professors, *including Director of the Clinics Janet Heppard* (jheppard@central.uh.edu). Remember each week to save your case sheet to your Y-drive student folder. Please see the Student Manual.

### **Amicus**

Please see the Immigration Clinic Student Handbook. Remember to keep all your time in Amicus. You will be required to print out all your time for each case, and show the time sheets to your supervising professors at the time of the mid-semester review meeting and also at the time of your final meeting (end of semester) with your supervising professors.

*Class Attendance:* Class attendance is mandatory unless otherwise excused with the written permission of Professor Hoffman, the Immigration Clinic Faculty Supervisor.

*Meetings with your Supervising Attorneys:* Please see the Student Manual and Handbook. You must check in with your supervising attorneys on a weekly basis on each active case you have. An “active” case is defined as a case where there is currently some project with a due date or an on-going project: for example, a brief, research memo, court filing, etc. The meetings do not have to be lengthy but you must keep each supervising attorney advised and updated on the progress on your cases on a weekly basis.

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**REMEMBER: READ YOUR MATERIALS PROVIDED TO YOU DURING ORIENTATION AS WELL AS COURSE MATERIALS ON THE Y DRIVE PRIOR TO THE CLASS IN WHICH THE VARIOUS TOPICS ARE DISCUSSED.**

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## **Class 1 JANUARY 14**

### **Discussing Purpose of Case Rounds and Fundamentals of Immigration Law; Asylum, Withholding and CAT-Prof. Hoffman**

**Skills:** Understanding the key law sections and regulations, and important cases surrounding asylum. Researching case law. How do you plan an asylum case? Developing a Theory of the Case. What facts are important? Affidavits and their Pitfalls. The Best Strategies to win cases.

For Background, review Kurzban (orange 13<sup>TH</sup> ED) or Essentials of Asylum Law, 1<sup>st</sup> edition (red) by the ILRC which is in the Clinic & the CD materials by Robert Etnyre

**Review:** basic information regarding EOIR procedures and websites, to be discussed in class.

## **Class 2 JANUARY 21**

### **Crime Victims; U Visas and VAWA I -360/AOS; Cancellation of Removal – Profs. Modi and Campbell**

CASE ROUNDS FOR *SELECT* CASES – All Supervisory Attorneys

Review: Powerpoint in your CD; ILRC books in the Clinic

Amicus Review

## **Class 3 JANUARY 28**

### **Practical Skills Involving Client Interviewing and Confidentiality –All Professors**

Students should be prepared to interview and be interviewed on asylum/withholding and CAT fact patterns where the Interviewee will have the fact pattern and the Interviewer does not have the fact pattern and knows only that it is an asylum case.

CASE ROUNDS FOR STUDENTS WHERE PROFS. HOFFMAN/BECK ARE SUPERVISING ATTYS

## **Class 4 FEBRUARY 4**

### **Immigration Court Proceedings. Individual Hearings; Judicial Review (Profs. Hoffman, Beck)**

**Practical Skills:** Procedural Issues in Merits Hearings. Preparing for and defending your clients' rights in proceedings. Effective techniques for representing your clients.

Read Materials on Removal Proceedings / Experts (to be provided to you before class via email)

Read Robert Etnyre article on CD

In-Class Case Scenario(s). Practical Skills Training:

Be prepared to act as counsel for Respondent, Judge, the interpreter, a witness and/or trial attorney.

**\*\*\*Journal Entry # 1 Due before this class starts\*\*\***

## **Class 5 FEBRUARY 11**

### **Movie: “Chasing Freedom” (Prof. Beck)**

Discussion regarding skills and ethics of attorney in the film regarding an Afghani asylum applicant.

## **Class 6 FEBRUARY 25**

### **Grounds of Inadmissibility. Grounds of Deportability. Adjustment of Status. Consular Processing. Waivers of Inadmissibility (Prof. Hoffman, Beck)**

**Practice Skills:** Asking the Right Questions, Preparing the adjustment application. Preparing Waivers. Preparing for the consular interview. Understanding that different rules apply to different people.

Read: Admission to United States

Read: Adjustment of Status

Read: Grounds of Inadmissibility  
Read: Criminal Grounds of Removability  
CASE ROUNDS ON SELECTED CASES

## **Class 7 MARCH 4**

**Effective Communication Skills for Attorneys and Secondary Trauma** (Profs. Hoffman/Beck/Modi/Campbell)

Setting limits with clients, negotiating fees (for private practice), giving your clients feedback to calm their anxiety, etc. In the clinic, we will discuss with how to deal with obtain information from clients, how to be firm in setting timelines for clients, how to lower client's anxiety levels, etc. We will discuss secondary trauma which is a problem for any professional dealing with clients who have experienced a great deal of pain and suffering.

*Guest Lecturer: Rosalie Hyde (invited), Licensed Therapist or TBA*

## **MID-SEMESTER LOGS ARE DUE NEXT WEEK**

Schedule Interviews with your Professors for the mid-semester letters to clients and memoranda to file; status checks; and review of your Student Logs Y-drive folder.

**\*\*\*Journal entry # 2 due before class today\*\*\***

-----Spring Break-----  
\*(March 10-15)\*

## **Class 8 MARCH 18**

**Legal Writing and Immigration Practice-Prof. Hoffman**

Guest Lecturer TBD- Statutory Construction w/ Professor Hoffman

Practice Skills: Briefs and Motions. Using the EOIR and BIA Practice Manuals, students will write parts of briefs and full motions in class based on fact patterns distributed in class.

CASE ROUNDS ON SELECTED CASES WITH PROFESSORS HOFFMAN, MODI AND CAMPBELL – BE PREPARED TO DISCUSS YOUR CASES

MID-SEMESTER LOGS ARE DUE THIS WEEK- schedule times to meet with Prof. Hoffman for your mid-semester review. Remember to do mid-semester letters for all clients and mid-semester memos on each case.

## **Class 9 MARCH 25**

**Best Practices- American Bar Association DVD (Prof. Beck)**

Discussion

## **Class APRIL 1**

**Family Based Immigration (Prof. Hoffman/Beck)**

Practice Skills: Determining the importance of family relationships. What questions to ask, how to prepare the applications. In-class exercises.

## **Class 11 APRIL 8**

**Special Topics in Immigration Law (Profs. Hoffman and Modi)**

Cutting-edge Issues in Asylum Law: Firm Resettlement, Domestic Violence, Gangs, LGBT etc.

Fugitive Disentitlement Doctrine

Unlawful Deportation

**\*\*Journal # 3 due before class today\*\***

## **Class 12 APRIL 15**

### **CASE ROUNDS**

We will first discuss final logs, evaluations and issues for closing of cases and transfer memos and letters. You will make appointments with your professors for final case dispositions. We will discuss in class what to bring to your final meeting with Prof. Hoffman, as well as providing you with a checklist for the final Student Logs.

**(PLEASE REMEMBER THAT YOUR FINAL STUDENT E-LOGS MUST BE COMPLETED BY LAST DAY OF CLASS).**

## **Class 13 APRIL 22 (Last Day of Classes)**

### **Naturalization and Citizenship-Professor Hoffman**

**Schedule exit interviews with Professor Hoffman– interviews with Prof. Hoffman will be held this week.**

**\*\*\*Journal entry # 4 due before class today\*\*\***

**All work must be in final draft form completed before you see Prof. Hoffman and final revisions, if any, by today (Last Day of Classes).**

Be sure to also meet with Professors Beck, Modi, and Campbell as well

Topics: Semester Review – Closing Letters and Closing/Transfer Memos – Closing Files –All files closed and all revised end of semester memoranda done by today. All Self-Evaluations must be emailed to Professors Hoffman and Heppard, Clinical Legal Education Director, before end of the semester. *Meet with Professor Hoffman for your final exit interview no later than end of this week.*

**PLEASE DO NOT FORGET TO TURN IN YOUR JOURNAL ENTRIES WHEN DUE. THE TIMELINESS OF YOUR JOURNAL ENTRIES AND YOUR ADHERENCE TO DUE DATES WILL FACTOR INTO YOUR FINAL GRADE, AS WELL AS THE QUALITY OF WORK.**

**YOUR SELF – EVAL IS DUE TO ALL IMMIG. CLINIC PROFESSORS and PROF HEPPARD, VIA EMAIL, BY APRIL 28**