

How to be a Client of ILS

ILS serves people with residence inside the Diocese of Grand Rapids, and those living in other dioceses in Michigan if there is no Catholic program available.

ILS serves persons from households earning under 200% of the federal poverty guideline. We can use last year's income, or current household income, to qualify you for services.

You will need to prove your income before we can accept your case.

To request an appointment, please call 616-551-4746. The secretary will tell you whether we are accepting the kind of case you need help with, which can vary. Please keep in mind that if you have to cancel an appointment, it may be several weeks before we can put you on the calendar again.

About the Diocese of Grand Rapids

The Diocese of Grand Rapids was established in 1882 and originally consisted of the northern and western part of the lower peninsula. Since 1971, the diocese has been comprised of 11 counties in West Michigan including, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Muskegon, Newaygo, Oceana, Osceola, and Ottawa. In union with our Holy Father through schools, hospitals, in churches, families and organizations, we seek to bring the truth and justice, the mercy and love and the great peace of Christ to our society.

Our current bishop is the Most Reverend David John Walkowiak and he is the twelfth bishop of our diocese. He was appointed bishop of Grand Rapids in 2013. "His governance insures that this ministry is based upon sacred scripture, tradition, liturgy, the official teaching authority and the life of the Church" (Diocesan website).

Immigration Legal Services

213 Sheldon Blvd. SE

Grand Rapids, Michigan 49503-4513

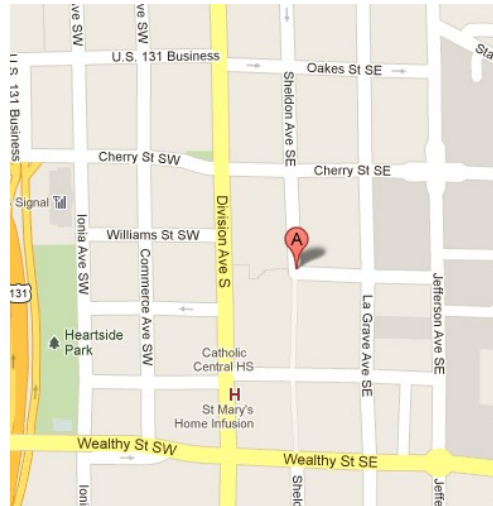
Phone: (616) 551-4746



Diocese of Grand Rapids

Immigration Legal Services (ILS)

Services Guide



Staff of Immigration Legal Services

Rebecca Lair-Ybañez, Esq.

Director

Jenny Rosario, Esq.

Staff Attorney

Mike Griswold, Esq.

Staff Attorney

Nikita Artaev, Esq.

Staff Attorney

Kaitlin Munoz

Legal Secretary



ILS Services

Consultation fees are due at the time of the consultation.

Service fees are due at the time of finalizing the applications or petitions for submission to USCIS.

Applications will not be released to the client or mailed to USCIS under any circumstance if the service fees have not been paid in full.

We do not accept debit or credit cards.

General:

Consultation fee	\$40
Technology fee	\$30
Request and review of immigration file:	\$40
Additional Agencies	\$30
Translation (per document)	\$20
Research fee	\$100

Replacements/Renewals:

Renew/replace 10-year residency card	\$100
Renew/replace 2-year residency card	\$200
With Waiver	\$250
Replace citizenship certificate	\$100
Replace lost I-94 card	\$100
Extend NIV stay	\$150
Parole extension	\$100
Request duplicate approval/consular notification	\$100

Citizenship:

Naturalization	\$180
with Medical Exception	\$200
Citizenship Certificate under CCA	\$120
Under another provision	\$160
Consular Report of Birth Abroad	\$200

DACA & TPS:

Initial DACA, includes work permit	\$200
Renewal DACA, includes work permit	\$150
Initial TPS, includes work permit	\$250
Renewal TPS, includes work permit	\$200
Advance Parole based on TPS	\$150

Family Processes:

Fiancée petition	\$200
Consular Processing for Fiancée	\$300
Co-sponsor I-134	\$80
Relative petition	\$175
Consular Processing for Relative, 16 or over	\$450
Accompanying 16 or over	\$250
Accompanying under 16	\$200
I-864 (Co-sponsor)	\$100
Accompanying derivative	\$50
FTJ derivative	\$100
Adjustment of Status (One- Step) with work	\$475
Adjustment of Status (Pref under 245i) with	\$375
Provisional Wavier	\$500

Refugee/Asylee Processes:

Refugee/Asylee relative petition	\$150
Each additional relative:	\$100
Refugee/Asylee/Cuban adjustment of status	\$150
if under 14, over 79	\$125
Work permit application/renewal	\$100
if filed with adjustment of status	\$50
Refugee Travel Documents/Re-entry Permits	\$100
Parole extension	\$100

Crime Victims:

Certification for U Visa	\$50
U Visa Application and Waiver with work permit	\$400
Derivative under 14 in US: \$300,	\$300
Derivative Abroad	\$200
Derivative abroad with waiver	\$300
U Visa Adjustment of Status with work permit	\$250
VAWA Petition	\$200
VAWA Adjustment of Status with work permit	\$250
VAWA One-step with work permit	\$450

Fee Waiver Policies

A waiver of all or part of a service fee may be available to families whose fees to ILS exceed \$2,000 and the aggregate family income falls below 125% of the poverty line. This waiver is granted at the discretion of the Program Director.

A waiver of all or part of the consultation or service fee may be available if the client is residing at a domestic violence shelter or a homeless shelter at the time of service.

Preparing for the appointment

When you come to your appointment, be ready with the following things:

- Consultation fee in cash or money order
- Proof of low income: public benefit letters, or most recent year's income tax return plus current pay stubs from everyone in the house who is working
- Whatever immigration documents or ID documents you have
- Whatever correspondence from immigration agencies you have
- Whatever else that may be helpful to the attorney, such as criminal records or civil documents.