



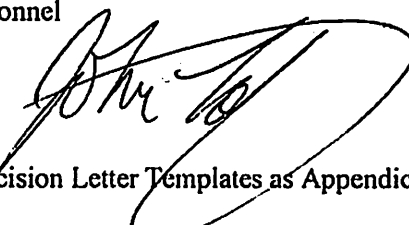
U.S. Citizenship
and Immigration
Services

OCT 17 2013

HQRAIO 120/9.3

Memorandum

TO: All Asylum Office Personnel

FROM: John Lafferty
Chief, Asylum Division 

SUBJECT: Issuance of Revised Decision Letter Templates as Appendices to the *Affirmative Asylum Procedures Manual*

The purpose of this memorandum is to announce the issuance of revised decision letter templates to replace the current versions that are appendices to the *Affirmative Asylum Procedures Manual* (AAPM). The revised templates will also replace the versions in the RAPS Forms Generation Model (RFGM) effective November 7. In addition, the revised decision letter template entitled "Asylum Approval – Nunc Pro Tunc" (Appendix 17) will be added to RFGM for the first time.

The following is a list of the decision letter templates that have been revised and replaced as appendices in the AAPM:

- Appendix 17: Asylum Approval – Nunc Pro Tunc
- Appendix 47: Standard Recommended Approval Letter
- Appendix 48: Recommended Approval after NOID
- Appendix 49: Standard Asylum Approval
- Appendix 50: Asylum Approval after NOID
- Appendix 51: Standard Referral
- Appendix 52: Referral after NOID – No Rebuttal
- Appendix 53: Referral after NOID – Rebuttal
- Appendix 54: Referral Notice – 1-Year Deadline
- Appendix 55: Referral – Prior Denial
- Appendix 56: Standard Final Denial: No Rebuttal
- Appendix 57: Standard Final Denial: Rebuttal

All of the templates have undergone grammar and punctuation revisions in addition to substantive changes. The substantive changes include updated information on employment authorization documents, how applicants can obtain various forms, a new warning for asylees on the possible consequences of returning to their country of claimed persecution, and how applicants can submit their changes of address online. In addition, the template entitled "Asylum Approval – Nunc Pro Tunc" (Appendix 17) contains new guidance

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for asylees granted asylum nunc pro tunc that they may petition for all qualifying relatives via a Form I-730, *Refugee/Asylee Relative Petition*.¹ Section III.E.7, *Loss of Derivative Status After Asylum Approval but Before Adjustment of Status*, has also been updated accordingly and also to reflect that applicants for asylum nunc pro tunc may include any such qualifying relatives on their asylum applications.

In addition to the revised templates being issued through this memorandum, the Asylum Division is issuing another set of new and revised templates related to newly revised procedures for failure to appear and reschedule requests. See Lafferty, John, Memorandum to All Asylum Office Staff, *Issuance of Revised Procedures Regarding Failure to Appear and Reschedule Requests*, October 17, 2013.

Suggestions and questions concerning this memorandum or any of the relevant templates should be addressed to Kimberly Sicard at kimberly.r.sicard@uscis.dhs.gov.

Attachments (12)

¹ Formerly, Asylum Division policy was that asylees granted asylum nunc pro tunc could not petition for qualifying relatives unless the relationship between the asylee and the qualifying relative existed at the time of the asylee's grant as a derivative. In addition, Asylum Division policy was that applicants for asylum nunc pro tunc could not include derivatives on their asylum applications unless the relationship between the asylee and the qualifying relative existed at the time of the asylee's grant as a derivative. The Office of Chief Counsel has sanctioned this change in policy.