

# SAMPLE

This sample, issued in January 2026, is provided by the End SIJS Backlog Coalition and is intended for legal counsel representing SIJS youth with deferred action eligible to request renewal. This sample is not a substitute for individual assessment of the facts by legal counsel familiar with a client's case. Counsel should independently confirm whether the law has changed since this resource's issuance.

**\*\*\*IMPORTANT:** As with any USCIS filing, counsel should explain to the client the risks and benefits of filing Form G-325A and obtain the client's informed consent before filing. This is especially important for those who have any prior delinquency or criminal history and those who are NOT already in removal proceedings. See for example [USCIS NTA Guidance Policy](#).\*\*\*

January 2, 2026

USCIS  
Attn: Deferred Action  
10 Application Way  
Montclair, CA 91763-1350

Before filing, verify correct  
filing location at [https://  
www.uscis.gov/g-325a](https://www.uscis.gov/g-325a)

**Re: Ana Marie Doe, A123-456-789**  
**Form G-325A, Request for Renewal of Deferred Action and Corresponding**  
**Employment Authorization for Special Immigrant Juvenile Status Beneficiary**  
**FEE EXEMPT**

To Whom It May Concern:

I represent Ana Marie Doe ("Ana") in her request for a renewal of her deferred action based on her approved Form I-360, Petition for Special Immigrant Juvenile Status ("SIJS"), as well as a renewal of her corresponding employment authorization document ("EAD"). As a SIJS beneficiary, Ana's application for a renewal of her deferred action and EAD is fee exempt. *See* Form G-1055, USCIS Fee Schedule, at 3, <https://www.uscis.gov/g-1055>.

## **A Federal Court Order Requires USCIS to Apply the 2022 SIJS Deferred Action Policy to Ana's Application**

Although USCIS rescinded the SIJS Deferred Action Policy in June 2025, a federal court stayed the rescission on November 19, 2025, and reinstated the March 7, 2022, SIJS Deferred Action Policy. *A.C.R. v. Noem*, No. 25-cv-3962 (E.D.N.Y. Nov. 19, 2025), [https://nipnlg.org/sites/default/files/2025-11/ACR\\_Noem-Decision.pdf](https://nipnlg.org/sites/default/files/2025-11/ACR_Noem-Decision.pdf). USCIS is thus required to "conduct deferred-action and employment-authorization adjudications pursuant to the 2022 Policy Alert." *Id.* at 44-45. The 2022 SIJS Deferred Action Policy is available at <https://www.uscis.gov/sites/default/files/document/policy-manual-updates/20220307-SIJAndDeferredAction.pdf>. Under that Policy, Ana is eligible to renew her deferred action because her current deferred action expires within 150 days, on June 1, 2026, and she continues not to have a visa immediately available to her. Her priority date is March 3, 2022, but according to this month's Visa Bulletin, the Final Action Date for SIJS beneficiaries like her (who fall under the EB-4 category) is January 1, 2021.

Be sure to include the client's correct priority date here (found on their SIJS petition approval notice), as well as the EB-4 Final Action Date from the current month's Visa Bulletin: <https://travel.state.gov/content/travel/en/legal/visa-law0/visa-bulletin.html>. A Visa Bulletin explainer can be found here: <https://www.sijbacklog.com/practice-advisories>.

Instead of including this paragraph and the next in the cover letter, practitioners may choose to include them in a separate "Statement of Eligibility"

## **A Renewal of Ana's Deferred Action Is Warranted as a Matter of Discretion**

Under the reinstated 2022 SIJS Deferred Action Policy, USCIS must consider SIJS beneficiaries like Ana for deferred action on a case-by-case basis to determine they warrant a favorable exercise of discretion. Ana warrants a favorable exercise of discretion to grant a renewal of her deferred action. Ana is 18 years old and has an approved SIJS petition. In 2022, when Ana was 15 years old, a family court in New York determined that reunification with her father was not viable due to abuse, reunification with her mother was not viable due to abandonment, and that it was not in Ana's best interest to be returned to Peru, her country of origin, because she lacked any adequate caregivers there. The New York court appointed her aunt as her legal guardian. Ana has been living with her guardian in New York since that time. Ana is currently a high school senior and expects to graduate this spring. She hopes to attend college in the fall to study engineering. With her deferred action-based EAD, Ana has been working part-time in the evenings and on weekends to save money for college. Ana is not subject to any inadmissibility grounds that would prevent her successful adjustment of status under INA § 245(h), and there are no other negative discretionary factors weighing against her successful adjustment of status. She will be able to apply for adjustment as soon as her March 3, 2022 priority date becomes current. The enclosed letters of support from her teacher and employer demonstrate her good character and promise.

If there are negative discretionary factors in a particular client's case, counsel should explain in this section why the positive factors applicable to the client outweigh the negative.

Enclosed please find the following forms and supporting documents:

- Form G-28, Notice of Entry of Appearance as Attorney or Accredited Representative
- Form G-325A, Biographic Information (for Deferred Action)
- Form I-797, Notice of Action, reflecting approval of Ana's SIJS Petition (Form I-360) and grant of deferred action on June 1, 2022, expiring on June 1, 2026
- Copy of Ana's (c)(14) Employment Authorization Document, with an expiration date of June 1, 2026
- Copy of New York Family Court order dated February 14, 2022, making SIJS-related findings regarding Ana (previously submitted to USCIS with Ana's SIJS Petition, Form I-360)
- Declaration of Ana Doe in Support of her Deferred Action Renewal Request
- Letter of Support from Teacher
- Letter of Support from Employer
- High School Transcript, showing B or above average each semester

Thank you for your prompt attention to this filing. If you have any questions or need additional information, you can contact me at 555-555-5555 or jane.representative@lsi.

Sincerely,

*Jane Representative*

Jane Representative

Enclosures

Note to practitioners: The G-325A Instructions on SIJS Deferred Action state, "You must also submit any evidence to demonstrate that you warrant deferred action as a matter of discretion." The discretionary evidence included should of course be tailored to the client's circumstances. Relevant discretionary evidence might include, for example: medical records; school transcripts and awards; letters of support from community members; other records showing community involvement; birth certificates for U.S. citizen children; and, if helpful and easy to obtain, state named-based criminal background checks of clients 18 or older showing a clean record.



**SAMPLE**  
**G-325A, Biographic Information (for Deferred Action)**

Department of Homeland Security  
U.S. Citizenship and Immigration Services

USCIS  
**Form G-325A**  
OMB No. 1615-0008  
Expires 10/31/2027

**Part 1. Information About You**

1. Full Legal Name (**Do not** provide a nickname)

Family Name (Last Name)

Doe

Given Name (First Name)

Ana

Middle Name (if applicable)

Marie

2. Current Physical Address ([USPS ZIP Code Lookup](#))

Street Number and Name

123 Alphabet Drive

Apt. Ste. Flr.

☒

☐

☐

Number

3

City or Town

Anywhere

State

NY

ZIP Code

11111

Date From (mm/dd/yyyy)

01/01/2024

Date To

Present

3. Current Mailing Address or Safe Address (if applicable)

In Care Of Name (if any)

N/A

Street Number and Name

123 Alphabet Drive

Apt. Ste. Flr.

☒

☐

☐

Number

3

City or Town

Anywhere

State

NY

ZIP Code

11111

4. Date of Birth (mm/dd/yyyy)

01/01/2008

5. Sex

☐

Male

☒

Female

6. USCIS Online Account Number (if any)

None

7. Alien Registration Number (A-Number) (if any)

A-

1

2

3

4

5

6

7

8

9

8. All Other Names Used (include names by previous marriages)

**NOTE:** Provide all other names you have ever used, including family name at birth, other legal names, nicknames, aliases, and assumed names. If extra space is needed to complete this section, use the space provided in **Part 8. Additional Information.**

Family Name (Last Name)

N/A

Given Name (First Name)

N/A

Middle Name

N/A

9. City or Town of Birth

Lima

10. Country of Birth

Peru

11. Country of Citizenship or Nationality

Peru



**Part 1. Information About You (continued)**

***Your Prior Residences***

**12.** Please list your previous addresses for the last five years excluding your current physical address.

Street Name and Number	City	Province or State	ZIP Code/ Postal Code	Country	From (mm/dd/yyyy)	To (mm/dd/yyyy)
123 Alphabet Drive Apt 3	Anywhere	NY	11111	United States	01/01/2024	Present
30 Main Street	Anywhere	NY	11111	United States	01/01/2021	12/31/2023

***Your Most Recent Entry into the United States***

Please provide the following information regarding your most recent entry into the United States.

**13.a.** Date You Entered the United States, On or About (mm/dd/yyyy) 11/04/2020

**13.b.** Location at Which You Last Entered the United States San Ysidro, CA

**13.c.** Immigration Status at the Time of Entry into the United States (for example, H-2 temporary worker, H-1B temporary worker, no status)

No Status

**13.d. Date Status Expires/Expired** (mm/dd/yyyy) N/A

If you were issued a Form I-94 Arrival-Departure Record Number:

**14.a.** Form I-94 Arrival-Departure Record Number N/A **14.b.** Expiration Date of Authorized Stay Shown on Form I-94 (mm/dd/yyyy) N/A

***Information About Your Mother***

**15.** Family Name (Last Name) Doe **Given Name (First Name)** Anita **16.** Date of Birth (mm/dd/yyyy) 01/01/1980

**17.** City or Town of Birth (if known) Lima **18.** Country of Birth (if known) Peru

**19.** Current City or Town of Residence (if living) Lima **20.** Current Country of Residence (if living) Peru

***Information About Your Father***

**21.** Family Name (Last Name) Doe **Given Name (First Name)** Juan **22.** Date of Birth (mm/dd/yyyy) 01/01/1979

**23.** City or Town of Birth (if known) Lima **24.** Country of Birth (if known) Peru

**25.** Current City or Town of Residence (if living) Lima **26.** Current Country of Residence (if living) Peru

***Information About Your Current Husband or Wife*** (If none, type or print "none")

**27.** Family Name (Last Name) N/A **Given Name (First Name)** N/A **28.** Date of Birth (mm/dd/yyyy) N/A



**Part 1. Information About You (continued)**

Place of Birth

**29.a.** City or Town

N/A

**29.b.** Country

N/A

Place of Marriage

**30.a.** City or Town

N/A

**30.b.** State or Province

N/A

**30.c** Country

N/A

**31.** Date of Marriage

N/A

**Part 2. Deferred Action Request**

**1.** Please select the request type:

☐ Initial Request

☒ Subsequent Request

**2.** Please select the filing type for your deferred action request:

**A.** ☐ Labor Investigation-Based (LIB DA)

**B.** ☒ Special Immigrant Juvenile (SIJ DA)

**C.** ☐ Spouse, Widow(er), Parent, Son, or Daughter of Active Duty Service Member of U.S. Armed Forces or Individual in the Selected Reserve of the Ready Reserve (MIL DA)

**D.** ☐ Spouse, Widow(er), Parent, Son, or Daughter of Individual (Whether Living or Deceased) who Previously Served on Active Duty or in the Selected Reserve of the Ready Reserve (and was not Dishonorably Discharged) (MIL DA)

**E.** ☐ Medical or Humanitarian

**F.** ☐ Statelessness

**G.** ☐ Government Referral (Other than a Labor Agency)

**H.** ☐ Other (Please review the form instructions before completing this field)

**3. Supporting Statement**

In addition to submitting evidence required to support your request for deferred action, please provide a brief statement as to why your request for deferred action should be considered and why you warrant deferred action as a matter of discretion. If extra space is needed to complete this section, use the space provided in **Part 8. Additional Information**.

**I am requesting a renewal of my deferred action based on Special Immigrant Juvenile Status (SIJS), which expires on 06/01/2026. See Part 8, Additional Information, for further explanation, as well as enclosed declaration.**

**Part 3. Employment Authorization**

**1.** I am requesting an Employment Authorization Document (EAD) upon being granted deferred action:

☒ Yes

☐ No



### Part 3. Employment Authorization (continued)

If "Yes," please provide the following information regarding your economic necessity for employment (this information is not required if you are requesting the SIJ DA filing type):

- 2.a. My current annual income is:       2.b. My current annual expenses are:       2.c. The total current value of my assets is:

- 2.d. If you would like to provide an explanation regarding your current financial information or your economic need for employment authorization, please use this space below. If you need extra space to complete this section, use the space provided in **Part 8**.

**Additional Information.**

**Not applicable - SIJ DA filing.**

### Part 4. Social Security Card

If you select "Yes" on **Part 3. Employment Authorization, Item Number 1.**, please complete the following questions to receive a Social Security card through this process. If the below questions and questions in **Part 1.** are not completed, you will not receive a Social Security card through this process.

1. Do you want the Social Security Administration (SSA) to issue you an original or replacement Social Security card?  
☐ Yes (Complete **Item Numbers 2. - 3.**)  
☒ No (Go to **Part 5.**)
2. Provide your Social Security Number (SSN) (if any).  
▶
3. **Consent for Disclosure:** I authorize disclosure of information from this application and USCIS systems to ☐ Yes ☐ No the SSA as required for the purpose of assigning me an SSN and issuing me an original or replacement Social Security card.

**NOTE:** If you answered "Yes" to **Item Number 1.**, you must also answer "Yes" to **Item Number 3.**, Consent for Disclosure, to receive a card.

### Part 5. Requestor's Contact Information, Certification, and Signature

#### *Requestor's Contact Information*

Provide your daytime telephone number, mobile telephone number (if any), and email address (if any).

1. Requestor's Daytime Telephone Number       2. Requestor's Mobile Telephone Number (if any)
3. Requestor's Email Address (if any)

#### *Requestor's Certification and Signature*

I certify, under penalty of perjury, that I provided or authorized all of the responses and information contained in and submitted with my request, I read and understand or, if interpreted to me in a language in which I am fluent by the interpreter listed in **Part 6.**, understood, all of the responses and information contained in, and submitted with, my request, and that all of the responses and the information are complete, true, and correct. Furthermore, I authorize the release of any information from any and all of my records that USCIS may need to determine my eligibility for an immigration request and to other entities and persons where necessary for the administration and enforcement of U.S. immigration law.

4. Requestor's Signature       Date of Signature (mm/dd/yyyy)



**Part 6. Interpreter's Contact Information, Certification, and Signature**

***Interpreter's Full Name***

- |   |  |
|---|--|
| 1. Interpreter's Family Name (Last Name)<br><div style="border: 1px solid black; padding: 2px;">Smith</div>                             | Interpreter's Given Name (First Name)<br><div style="border: 1px solid black; padding: 2px;">Julie</div> |
| 2. Interpreter's Business or Organization Name (if any)<br><div style="border: 1px solid black; padding: 2px;">Smith Interpreting</div> |  |

***Interpreter's Contact Information***

- |  |   |
|--|---|
| 3. Interpreter's Daytime Telephone Number<br><div style="border: 1px solid black; padding: 2px;">3333333333</div>          | 4. Interpreter's Mobile Telephone Number (if any)<br><div style="border: 1px solid black; padding: 2px;">4444444444</div> |
| 5. Interpreter's Email Address (if any)<br><div style="border: 1px solid black; padding: 2px;">julie.smith@email.com</div> |   |

***Interpreter's Certification and Signature***

I certify, under penalty of perjury, that I am fluent in English and Spanish, and I have interpreted every question on the request and Instructions and interpreted the requestor's answers to the questions in that language, and the requestor informed me that he or she understood every instruction, question, and answer on the request.

- |   |  |
|---|--|
| 6. Interpreter's Signature<br><div style="border: 1px solid black; padding: 2px;">Julie Smith</div> | Date of Signature (mm/dd/yyyy)<br><div style="border: 1px solid black; padding: 2px;">01/01/2026</div> |
|---|--|

**Part 7. Contact Information, Certification, and Signature of the Person Preparing this Request, if Other Than the Requestor**

***Preparer's Full Name***

- |   |  |
|---|--|
| 1. Preparer's Family Name (Last Name)<br><div style="border: 1px solid black; padding: 2px;">Representative</div>           | Preparer's Given Name (First Name)<br><div style="border: 1px solid black; padding: 2px;">Jane</div> |
| 2. Preparer's Business or Organization Name<br><div style="border: 1px solid black; padding: 2px;">Legal Services Inc</div> |  |

***Preparer's Contact Information***

- |   |  |
|---|--|
| 3. Preparer's Daytime Telephone Number<br><div style="border: 1px solid black; padding: 2px;">5555555555</div>            | 4. Preparer's Mobile Telephone Number (if any)<br><div style="border: 1px solid black; padding: 2px;">6666666666</div> |
| 5. Preparer's Email Address (if any)<br><div style="border: 1px solid black; padding: 2px;">jane.representative@lsi</div> |  |

***Preparer's Certification and Signature***

I certify, under penalty of perjury, that I prepared this request for the requestor at his or her request and with express consent and that all of the responses and information contained in and submitted with the request are complete, true, and correct and reflects only information provided by the requestor. The requestor reviewed the responses and information and informed me that he or she understands the responses and information in or submitted with the request.

- |  |  |
|--|--|
| 6. Preparer's Signature<br><div style="border: 1px solid black; padding: 2px;">Jane Representative</div> | Date of Signature (mm/dd/yyyy)<br><div style="border: 1px solid black; padding: 2px;">01/01/2026</div> |
|--|--|



## Part 8. Additional Information

If you need extra space to provide any additional information within this application, use the space below. If you need more space than what is provided, you may make copies of this page to complete and file with this application or attach a separate sheet of paper. Type or print your name and A-Number (if any) at the top of each sheet; indicate the **Page Number, Part Number, and Item Number** to which your answer refers; and sign and date each sheet.

1. Family Name (Last Name)	Given Name (First Name)	Middle Name
Doe	Ana	Marie

2.	A-Number (if any) ▶ A-	1	2	3	4	5	6	7	8	9
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3. Page Number	Part Number	Item Number
3	2	3

I was approved for Special Immigrant Juvenile Status (SIJS) and granted deferred action on June 1, 2022, when I was 15 years old. Since then, I have advanced to my senior year in high school. I expect to graduate this spring and hope to attend college in the fall to study engineering. See attached declaration.

4. Page Number	Part Number	Item Number

5. Page Number	Part Number	Item Number

6. Page Number	Part Number	Item Number





**Statement of Ana Marie Doe Support of Her  
Deferred Action Renewal Request**

1. My name is Ana Marie Doe. I am 18 years old. I am providing this declaration in support of my request that U.S. Citizenship and Immigration Services (USCIS) renew my deferred action and corresponding work permit, which both expire on June 1, 2026.
2. I currently have Deferred Action and corresponding work authorization based on my approved Special Immigrant Juvenile Status (SIJS) Petition. I received SIJS with Deferred Action after a New York family court appointed my aunt as my legal guardian in 2022. The court also found that I could not reunify with my parents and that it was best for me to remain in New York with my aunt and not to be returned to Peru, my country of origin, since I have no one to care for me there. I have been living with my aunt in New York since 2021, and I have everything I need in her home. We are very close. She is like a mother to me.

**Why Deferred Action and Work Authorization Are Important for Me**

3. Having Deferred Action and work authorization have made a huge difference in my life. With my Deferred Action-based work permit, I was able to find a part-time job which I have held steadily since early 2023. I wait tables at a local restaurant in the evenings and on weekends.
4. With my earnings, I have been able to pay for some of my own things and more importantly save up money to use for college. My plan is to attend college to study engineering in the fall, after I graduate from high school this spring. Having Deferred Action and a work permit will allow me to continue working part time so that I can pay for my college education. If I were to lose my Deferred Action and work permit, my dream of a college education and a career in engineering would be destroyed.
5. I am proud of how hard I've worked in school since I came to live with my aunt in New York in 2021. I have received consistently a B or higher average in high school. I have learned a lot of English. I have been able to accomplish a lot with the support of my aunt and my teachers.
6. Besides the work permit, having Deferred Action is also important for me because I need the protection from deportation while I wait for my chance to apply for a green card. I would not be safe if I had to return to Peru. I would have no one to support me. I would fear abuse from my father if I ever were forced to return.

**I Ask USCIS to Exercise Favorable Discretion in My Case**

7. I respectfully ask USCIS to exercise favorable discretion to renew my Deferred Action while I wait for a visa to become available so I can apply for my green card.

**SAMPLE**

8. I am an 18-year-old high school student. I have maintained good grades in school and worked hard to learn English and graduate on time, which I expect to do this spring.
9. I am very close with my aunt and cousins with whom I have lived for nearly six years. We eat meals together, work out several days a week after school at a nearby gym, and hang out at home watching shows.
10. I am involved in my local community in Anywhere, New York. I am a member of the Holy Rosary Catholic Church, which I attend with my aunt and cousins every week. I often volunteer at big church events, like during our posadas celebration this past December when I helped in the kitchen preparing tamales for several hundred people.
11. Using my work permit, I work after school and on weekends as a server at a local restaurant. I have been employed at the same restaurant for nearly three years, and my employer considers me a reliable and hard worker (see the enclosed letter of support).
12. I have filed a tax return every year since I began working.
13. I have no criminal record. Other than when I was apprehended by immigration officers at the border in 2020, I have never been arrested.
14. I respectfully ask that USCIS renew my deferred action and work permit, to allow me to continue living safely in the United States and working to reach my full potential.

I provided the information in the foregoing statement to my legal representative in my native language, Spanish. The above English translation was read to me in Spanish in its entirety. I swear under penalty of perjury that the statement is true and correct to the best of my knowledge and recollection.

Ana Doe  
Ana Marie Doe

1/1/2026  
Date

I, Julie Smith, am competent to translate from English to Spanish and from Spanish to English, and I orally translated the foregoing statement to Ana Marie Doe in its entirety.

Julie Smith  
Julie Smith

1/1/2026  
Date