

1.17 ILLEGAL ALIENS

A. APPLICATION FORMS

The DFA-2 or DFA-MA-1 is used.

B. COMPLETE APPLICATION

When the applicant or his representative signs a DFA-2 or DFA-MA-1 which contains, at a minimum, his name and address the application is complete.

C. DATE OF APPLICATION

The date of application is the date the applicant submits a DFA-2 or DFA-MA-1, in person, by fax or other electronic transmission or by mail, which contains, at a minimum, his name and address and signature. When the application is submitted by mail or fax, the date of application is the date that the form with the name, address and signature is received in the local office.

NOTE: When a faxed copy or other electronic transmission of an application is received that contains a minimum of the applicant's name, address and signature, it is considered an original application and no additional signature is required.

NOTE: When the applicant has completed the interactive interview, and there is a technical failure that prevents the printing of the DFA-2, Form DFA-5 must be signed by the applicant, attached and filed in the case record with the subsequently printed DFA-2. The DFA-RR-1 must also be completed and signed. He must not be required to return to the office to sign the DFA-2 when the DFA-5 has been signed.

D. WHO MUST BE INTERVIEWED

No interview is required.

E. WHO MUST SIGN

The applicant or his representative must sign the DFA-2 or DFA-MA-1.

F. CONTENT OF THE INTERVIEW

Although no interview is required, when an interview is conducted, the interview requirements found in Section 1.2 are applicable. In addition the following must be discussed with the applicant even when an interview is not conducted: