IMMIGRATION CONSULTATION / 01

MAP THE ATTORNEY-DEFINED STAGES

Use S1 and S2. Leave agency and stage labels for counsel to confirm; do not select a legal path.

A helpful preparation resource from PickYourPro.ai. Fill in digitally or print. Keep your completed copy private.

General consultation objective, without case facts or immigration status

S1: attorney-confirmed agency or proceeding / stage label / question

S1: included work / excluded work / point needing clarification

S2: later-stage question / included, separate or unresolved?

Who explains scope changes / how a later engagement would be discussed

Consultation language / communication preference / private-process question

Preparation only. Not immigration or legal advice, eligibility assessment, strategy, filing or deadline instructions, authorization or an attorney-client relationship. Keep case facts and identifiers out.

IMMIGRATION CONSULTATION / 02

TRACK RECORD READINESS, NOT CONTENTS

Use R1 and R2 for record categories. Do not copy identifiers, names, private history or document contents.

R1: category / original or copy available? / custodian role only

R1: version label / language-support question / unresolved item

R2: category / original or copy available? / custodian role only

R2: version label / language-support question / unresolved item

Missing-record question / person responsible by role / counsel's response

Private transfer method to confirm / original-return and copy question

Preparation only. Not immigration or legal advice, eligibility assessment, strategy, filing or deadline instructions, authorization or an attorney-client relationship. Keep case facts and identifiers out.

IMMIGRATION CONSULTATION / 03

CLARIFY LANGUAGE AND HANDOFF ROLES

Tick points discussed, not legal requirements satisfied. Leave unanswered questions open.

- [ ] Counsel has explained the proposed agency or proceeding and stage
- [ ] Included and excluded work are distinguished for each stage
- [ ] Later work is not assumed to be part of the initial engagement
- [ ] Record categories are listed without sensitive contents
- [ ] Original, copy and version questions are separated
- [ ] Language-support responsibilities are clarified
- [ ] The private transfer and returned-copy process is discussed
- [ ] An owner is identified for each unresolved scope or record question

Interpretation / translation / review role / what remains to confirm

Updates and decisions: contact role / communication method / open items

End-of-stage handoff: returned copies / unanswered questions / next discussion

Preparation only. Not immigration or legal advice, eligibility assessment, strategy, filing or deadline instructions, authorization or an attorney-client relationship. Keep case facts and identifiers out.

IMMIGRATION CONSULTATION / 04

QUESTIONS FOR THE IMMIGRATION ATTORNEY

Record counsel's explanation. This pack does not assess eligibility, deadlines, forms or outcomes.

Scope: which agencies, proceedings and stages are included or excluded?

Engagement: what separates the consultation from later agreed work?

Records: which categories, versions, originals or copies do you need privately?

Language: who arranges and reviews agreed language support?

Communication: who handles missing items, decisions and scope changes?

Handoff: which copies and open items return to me; what needs a new discussion?

Preparation only. Not immigration or legal advice, eligibility assessment, strategy, filing or deadline instructions, authorization or an attorney-client relationship. Keep case facts and identifiers out.

IMMIGRATION CONSULTATION / 05

COMPARE THE SAME REPRESENTATION SCOPE

Use A and B in each box. Do not treat different stages as the same engagement.

Attorney A / B / relevant experience / initial consultation scope

Agency and stage coverage / exclusions / later-work boundary - A / B

Record, language-support and communication responsibilities - A / B

Written fees and expenses / engagement terms / open questions / fit - A / B

READY TO HEAR FROM PROS?

Create an account on PickYourPro.ai only if you choose, then start an Immigration Attorney request. Share a general, non-sensitive inquiry so participating pros can compete with proposals. Compare experience, representation scope, communication, written fees and fit. Keep private facts for counsel's confirmed process. A request does not create an attorney-client relationship.

One request. Every pro's best offer.

Start a request

Participation varies. A private consultation, conflicts check and record review may be needed before engagement.

Planning guide: https://www.pickyourpro.ai/services/attorney-immigration

DOJ EOIR: Learn About Legal Representation (official reference)

DOJ EOIR: Find Legal Representation (official reference)

Preparation only. Not immigration or legal advice, eligibility assessment, strategy, filing or deadline instructions, authorization or an attorney-client relationship. Keep case facts and identifiers out.