

# Developing Effective Strategies for Citizenship

## **Welcome and Introductions**

### **Steps to Naturalization**

1. Determine eligibility- *Naturalization Eligibility Worksheet* (USCIS home>Citizenship> Citizen Resource Center>Learners>Apply for Citizenship)
  - a. Legal Permanent resident for 5 years (some exceptions)
  - b. Demonstrate ability to speak, understand, read, and write English
  - c. Demonstrate good moral character
  - d. Willingness to take the Oath of Allegiance
2. Submit form N-400 with a \$725 fee (waivers may be available)
3. Biometrics
4. Citizenship Interview
5. Naturalization Ceremony/ Oath of Allegiance

So show your love to the alien, for you were aliens in the land of Egypt.  
Deuteronomy 10:19

The King will reply, "I tell you the truth, whatever you did for the least of these brothers of mine, you did for me."  
Matthew 25:40

# Starting and building a citizenship program

## **Assess needs**

Eligibility

Your immigrant population, both in ESL and your community

## **USCIS.gov (Citizenship > Citizenship Resource Center)**

Register your program

Order a free Civics and Citizenship Toolkit which includes a comprehensive start up guide

## **Determine Scope**

Time commitments

How involved-

Legal program or language program? i.e., will someone be trained to help with legal forms? Make referrals and provide only the language program?

Teach for the test or provide comprehensive education?

## **Volunteers**

Will volunteers be from your church? Community? Other churches?

How many will you need? Ideally 1 teacher for small classes or teacher + helper for larger classes or tutoring

Babysitters

Food

Intake/ greeters

## **Facilities**

Classrooms with white boards or technology

Copier access

Funding

**Outreach-** how will you get students? ESL program, church, YMCA, community centers, local businesses

## **Student Intake-**

Open entry and exit -vs- managed enrollment

Creating classes- based primarily on English skills. We use the Interactive Practice tests 1 and 2 on the USCIS website plus dictation and reading sentences.

(USCIS CRC > educators > educational products > interactive practice tests)

## Teaching tools and other resources

**Parts of naturalization interview-** A comprehensive program should address all

- a. Speaking and understanding English (casual conversation and N-400)
- b. N-400 Interview- will discuss separately
- c. Civics test (100 Q)
- c. Reading English
- d. Writing English- dictation

### **Dividing Students into Appropriate Levels-**

- Vocabulary for the Naturalization Interview Self- Tests 1 and 2
- Use the same test as ESL classes?
- What do your programs use?

### **Developing Classroom Curriculum**

**Syllabus-** teaching plan with timeline

Option 1- USCIS has a *Sample Curriculum for a low ESL level*

*Citizenship program* to use as a starting point (educators> program development)

Option 2- *Building a Course Syllabus* (educators>program development>publications)

**Lesson plans-** (see resource list)

USCIS- lesson plans for L1 and L2

[mnliteracy.org](http://mnliteracy.org)

**Games** [jeopardylabs.com](http://jeopardylabs.com), [mnliteracy.org](http://mnliteracy.org)

**Flash cards** 100 Q- from the USCIS website

**Reading/ Writing-** based on lessons and lists on USCIS website

*Reading Test Vocabulary List*

*Writing test Vocabulary List*

*Teaching Dictation for the USCIS Citizenship Test* ([centerweb.org/alrc](http://centerweb.org/alrc))

**Conversational Skills-** general conversation about work, families, hobbies; try to engage all students and get them to speak only in English in classroom

### **Homework**

- a. reviewing classroom materials
- b. engaging in conversation
- c. US citizenship app and/or the audio CD
- d. practice reading and writing

## Preparing students for the interview

### **Casual Conversation and Commands**

- Command flashcards available on USCIS
- Re-use the intake tests
- Small talk topics

**Helpful hints-** (mnliteracy.org has interview tip sheets; also found on thecenterweb.alrc)

- Appropriate dress
- Handshakes
- Calming techniques
- Eye contact and other cultural considerations
- Casual conversation and commands

**N-400-** working with their N-400 (uscitizenpod.com, USCIS has recently added N-400 exercises)

- Submit form online but print and save a copy
- Understanding terms
- Parts 11 & 12
- Oath of Allegiance

### **Mock interviews:**

- Use the applicant's N-400
- Practice in front of group\*
- \* sensitive questions should not be asked in the group setting
- Online mock interviews to watch with class

### **Civics questions**

- Stop and think before answering- lots of similar questions
- "Please repeat the question"
- As soon as they answer 6 correctly the interviewer will move on

**Reading and Writing** – practice using the reading and writing lists. Use "Teaching Dictation for the USCIS Citizenship Test" found at [www.thecenterweb.org/alrc](http://www.thecenterweb.org/alrc)

# Working with ESL and ministering to students

## **Benefits of working together:**

- Shared resources- facilities, babysitting, volunteers
  - Joint break session and snacks (word or seasonal games, bible verses/ incorporating gospel)
  - Cross promotion of ESL and citizenship
  - Parties
- Some students might benefit from attending both ESL and Citizenship.

## **Ministering to students:**

- Recognizing and celebrating citizenship
- Recognizing cultural differences
  - [www.cal.org/caela/esl\\_resources/digests/cross\\_cultural.html](http://www.cal.org/caela/esl_resources/digests/cross_cultural.html)
  - <http://newprairiepress.org/cgi/viewcontent.cgi?article=3673&context=aerc>
- Assisting with other needs-
  - Taxes
  - Legal issues
  - Referrals to other organizations
- Inviting to a church- help them plug in to your church or another church

Remember that you might be ministering to volunteers as well.

## **Suggested items for a basic student notebook:**

Welcome letter  
Syllabus  
100 Q  
N-400 with instructions  
Vocabulary for the N-400  
Reading list  
Writing

Add lessons each week to the notebook

If students have a smart phone, encourage them to get the Citizenship App