# STATEMENT 3 - PERSONAL STATEMENT OF BENEFICIARY

Please prepare the personal statement in Microsoft Word, if possible. Provide information under each subheading — if a subheading is not appropriate, please type “Not Applicable” under that heading.

Please label the file “Personal Statement of [Beneficiary Name]” and include the following:

## a. Description of how and why you first came to the U.S. including hardships/persecution experienced in home country (if applicable)

## b. List of family members in your home country

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| --- | --- | --- | --- |
| Name | Age | Relationship to You | Residence Location |
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## c. List of family members legally residing in the U.S.

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| --- | --- | --- | --- |
| Name | Age | Relationship to You | City/State |
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## d. Summary of your education history, any special vocational or other training

## e. Military service history (if any)

## f. Details of all prior visits to the U.S.

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| --- | --- | --- | --- | --- | --- |
| Date Entered | Date Departed | Entry Status (visa type) | Entry  Location | U.S. Residence Location | Entry Legal (Y/N) |
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## g. Details of the reason you are inadmissible, including dates of any relevant events.

* + State the exact background and circumstances that led to the inadmissibility
  + State the exact date when the actions took place that led to the inadmissibility
  + If it involves a criminal matter, state every detail of the incident including the date of the arrest, name of conviction, fines/sentence issued, fulfillment of the fine or sentence, why it occurred, and other details.
  + State the mitigating circumstances of each incident, including how it occurred, why you did it, and why there is absolutely no risk of recurrence of this event.

## h. Evidence of participation in rehabilitative programs.

* + If you are or have been in support groups (like AA, NA, etc.), counseling, and/or treatment, provide details including name and contact information of treatment provider or support group leader, when and how often you attended, nature of the treatment/support group, and its impact on your life.
  + Obtain letter from treatment provider, if possible, confirming above information.

## i. Describe activities, in which you’ve engaged or are currently engaged in, that evidence good moral character, respect for law and order, as well as reformation and rehabilitation, such as volunteer work, church related activities, participation in community organizations, awards/certificates earned, etc.

* + Please gather and submit police records, immigration records, court records, rehabilitation programs attended, and community service served that resulted from this incident.
  + Please gather and submit letters from judges, lawyers, law enforcement, rehabilitation counselors, and anyone else who can testify in an official capacity to your full and complete rehabilitation. The letter should confirm and explain why they do not believe you will violate any law of any country, why they believe you pose no risk of harm to the U.S. and its people.
  + State in detail as many specific examples of how you have rehabilitated and reformed yourself since your departure from the U.S., or since the act that led to the inadmissibility.

## j. Detail any positions of trust in which you have been placed, at work, in the community, in volunteer or other organizations.

* + If possible, submit letters of reference from individuals in positions of authority at work or in community organizations attesting to your responsibilities, promotions, awards, or other outstanding qualities of your work.