



**U.S. Customs and
Border Protection**

MAY 13 2013

MEMORANDUM FOR: Directors, Field Operations
Director, Preclearance Operations
Office of Field Operations

Director, Field Operations Academy
Director, Advance Training Center
Office of Training and Development

FROM:

(b) (6), (b) (7)(C) (b) (6), (b) (7)(C)
Acting Executive
Admissibility and Passenger Programs
Office of Field Operations

SUBJECT: Proper Completion of Form I-515A

This memorandum is to remind U.S. Customs and Border Protection (CBP) officers of previous guidance regarding the Electronic I-275 Memorandum dated June 06, 2012, which requires that all immigration adverse actions, including non-adverse action Form I-515A (*Notice to Student or Exchange Visitor*), are processed in (b) (7)(E)

(b) (7)(E)

Effective immediately, CBP officers

(b) (7)(E)

(b) (7)(E)

The attached muster should be presented as soon as possible to all CBP Officers. If you have any questions or concerns regarding this memorandum, please feel free to contact (b) (6), (b) (7)(C)

(b) (6), (b) (7)(C) Acting Director, Enforcement Policy Division at (b) (6), (b) (7)(C)

Attachment

~~For Official Use Only~~
~~Law Enforcement Sensitive~~

Weekly Muster

Week of: For Immediate Implementation
Topic: Proper completion of Form I-515A
References: Memorandum
Headquarters POC: (b) (6), (b) (7)(C)
Office: Admissibility and Passenger Programs

(b) (7) (E)

Please ensure this muster is provided to all frontline personnel. If you have any questions or require additional information, please contact (b) (5), (b) (7)(C) Acting Director, Enforcement Policy Division at (b) (6), (b) (7)(C)

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