

# The Use of Immigration Attorneys

This handout is designed to provide you with basic information regarding Georgetown University's immigration-related services as well as to acquaint you with the University's policies regarding the use of immigration attorneys. It is to your advantage to familiarize yourself with the services offered by the University before hiring a lawyer to handle your case. This information only and should not be used as a substitute for professional advice from your International Student/Scholar Advisor (IS Advisor).

## The University's Immigration-Related Services

Georgetown offers its faculty, staff, researchers, and students a wide variety of immigration-based services related to employment and study at Georgetown. The following is a list of services provided by the University's in-house advisors:

1. F-1 student advising, including all aspects of practical training and work authorization,
2. J-1 exchange visitor advising, including Academic Training and
3. Employment-based immigration applications/petitions for GU faculty, researchers, and staff, including:
  - H-1B temporary worker petitions
  - TN petitions for Canadian and Mexican citizens
  - O-1 petitions for persons of outstanding ability
  - Employment-based permanent residency (green card)

Two separate offices provide immigration services to the university community. These offices have very distinct areas of responsibilities. Please contact the appropriate office should you have questions relating to your immigration status.

**Office of International Programs (OIP)** is located on the main campus and is responsible for advising all foreign faculty, researchers, and staff employed by Georgetown on all three campuses: the main campus, the Law Center and the Medical Center. In addition, all foreign students on the main campus and at the Medical Center, regardless of their field of study and all J-1 students and scholars at the Law Center are advised by OIP. OIP is located in the Car Barn, Suite 210. To meet with an Advisor, please schedule an appointment in advance by calling (202) 687-5867.

**The Law Center Visa Coordinator** is responsible for advising all F-1 students at the Law Center. The Coordinator's office is located at 6000Q Hotung Building at the Law Center. For an appointment, please call (202) 662-9319.

The services of Georgetown's advisors are free to the University community; however, in most cases, you will be responsible for paying any application fees charged by U.S. Citizenship & Immigration Services.

## Georgetown Policy on Student Use of Immigration Attorneys

Work authorization applications for F-1 and J-1 students must be processed by a GU IS Advisor according to federal regulations. Georgetown students may need to hire an immigration attorney in order to file an employment-based petition or application not linked to their F-1 or J-1 student status. Unfortunately, due to legal restrictions regarding the unauthorized practice of law, immigration specialists at Georgetown University are unable to assist in the filing of such petitions unless the employment is with Georgetown University. All students should consult with their IS Advisor prior to seeking outside counsel to avoid unnecessary expenses.

## Georgetown Policy on the Use of Immigration Attorneys by Faculty, Researchers, and Staff

Georgetown University does not expressly prohibit the use of immigration attorneys by its employees, provided that the employee realizes that all immigration petitions and applications based on employment at Georgetown must also be coordinated with one of the University's IS Advisors to ensure compliance with all University sponsorship guidelines. Thus, you may hire an immigration lawyer if you wish; however, all employment-based immigration paperwork filed by the lawyer must be reviewed by OIP before it is submitted to the Department of Labor (DOL) or to U.S. Citizenship & Immigration Services (USCIS). Please note: you are responsible for all attorney fees, even if one of the University's IS Advisors refers you to an immigration attorney.

## Choosing an Immigration Attorney

GU students and employees should use great care in selecting an immigration attorney. Consider the following factors:

**Experience:** Does the attorney have experience in the area of immigration law and, more specifically, does s/he have experience in the specific area of immigration law with which you are concerned? Lawyers have areas of specialization within the scope of immigration law such as refugee, asylum, J-1 waivers and foreign physician cases. Always ask the attorney about his/her area of expertise.

**Comfort:** Do you feel comfortable with this individual? Do you feel like you can trust him/her? Communication is essential to a good lawyer-client relationship. You must feel comfortable enough to speak with your lawyer about confidential information including any activities which may have caused you to break certain immigration laws. S/he will not be able to advise you as well if you feel uncomfortable providing essential information.

**Fees:** Attorney fees vary and it may be tempting to hire the least expensive lawyer you can find. While cost is often a major concern, expertise should be the deciding factor in choosing legal representation.

**Size of Firm:** A large law firm may have access to greater resources, but you may receive more impersonal service. In a smaller firm, service may be more personalized, but the firm's resources may be limited. A balance of resources and service is ideal.

## Immigration Attorneys in the DC Area

*This list is only for your reference. OIP cannot officially endorse any of the attorneys listed. To provide feedback on any of these attorneys, please contact OIP.*

Deutsch, Killea and Eapen  
Immigration Law Firm  
1666 Connecticut Avenue NW, Suite 325  
Washington, DC 20009  
Tel: (202) 728-0820  
Fax: (202) 234-1270  
E-mail: [lawfirm@immigrationdc.com](mailto:lawfirm@immigrationdc.com)  
[www.immigrationdc.com](http://www.immigrationdc.com)

International Law Group, P.L.L.C.  
1004 Pennsylvania Ave, SE  
Washington, D.C. 20003  
Tel: (202) 544-7745  
Fax: (202) 544-7746  
[www.internationallawgroup.com](http://www.internationallawgroup.com)

Maggio Kattar  
11 Dupont Circle, NW, Suite 775  
Washington, D.C. 20036  
Tel: (202) 483-0053  
Fax: (202) 483-6801  
[www.maggio-kattar.com](http://www.maggio-kattar.com)

Sheila Starkey Hahn, Attorney  
9812 Falls Road #114-158  
Potomac, Maryland 20854  
Tel: (301) 299-7760  
Fax: (301) 299-7768  
E-mail: [sstarkey@mlsimmigration.com](mailto:sstarkey@mlsimmigration.com)

Edward Leavy  
Leavy & Frank, L.L.C.  
3 Bethesda Metro Center, Suite 505  
Bethesda, Maryland 20814  
Tel: (301) 656-2102  
Fax: (301) 656-4728  
<http://www.leavyfrank.com>

Catholic Charities Immigration Legal Services  
The James Cardinal Hickey Center  
924 G Street NW  
Washington, D.C. 20001-4532  
Tel: (202) 628-4263  
Fax: (202) 772-4402

*(This is a non-profit organization, specializing primarily in asylum.)*

Helen L. Konrad, Attorney at Law  
McCandlish Holton  
1111 East Main Street, Suite 1500  
P.O. Box 796  
Richmond, Virginia 23218-0796  
Tel: (804) 775-3825  
Fax: (804) 775-3800  
Email: [hkonrad@lawmh.com](mailto:hkonrad@lawmh.com)  
[www.lawmh.com/](http://www.lawmh.com/)

Mark B. Rhoads, Attorney at Law  
McCandlish Holton  
1111 East Main Street, Suite 1500  
P.O. Box 796  
Richmond, Virginia 23218-0796  
Tel: (804) 775-3824  
Fax: (804) 775-3800  
Email: [mrhoads@lawmh.com](mailto:mrhoads@lawmh.com)  
[www.lawmh.com/](http://www.lawmh.com/)

H. Ronald Klasko  
Klasko, Rulon, Stock & Seltzer, LLP  
1800 John F. Kennedy Blvd.  
Suite 1700  
Philadelphia, PA 19103  
Tel: (215) 825-8608  
Fax: (215) 825-8699  
Email: [rklasko@klaskolaw.com](mailto:rklasko@klaskolaw.com)  
[www.klaskolaw.com](http://www.klaskolaw.com)

Dimo R. Michailov, Immigration Attorney  
Capitol Immigration Law Group LLC  
2 Wisconsin Circle, Suite 700  
Chevy Chase, MD 20815  
Tel: (888) 878-4721  
Fax: (202) 280-1346  
Email: [dimo.michailov@cilawgroup.com](mailto:dimo.michailov@cilawgroup.com)

J. Michael Springmann  
Law Office of J. Michael Springmann  
4619 Yuma Street, NW  
Washington, DC 20016  
Tel: (202) 686-4869  
Fax: (202) 966-1254  
Email: [attorney@springmannslaw.net](mailto:attorney@springmannslaw.net)  
[www.springmannslaw.com](http://www.springmannslaw.com)

Denise C. Hammond, Esq.  
Hammond Immigration Law, PC  
2400 Research Boulevard, Suite 360  
Rockville, MD 20850  
Tel: (301) 917-6900  
Fax: (301) 424-0929  
[www.hammondimmigration.com](http://www.hammondimmigration.com)

Chen Zhang Esq., Attorney at Law  
Washington Trade Counsel LLC  
Immigration Law Practice  
10410 Kensington Pkwy, Suite 208  
Kensington MD 20895  
Tel: (301) 761-1617  
Toll Free: 1-866-490-0551  
Fax: (301) 761-1616  
Cell: 202-321-2097  
[www.usa-immigration-law.com](http://www.usa-immigration-law.com)