

CITIZENSHIP CLASS

WELCOME GUIDE

Supporting immigrants to acquire confidence and skills to pass the citizenship test



IMMIGRANT CONNECTION
WELCOME PROGRAMS
CITIZENSHIP CLASS

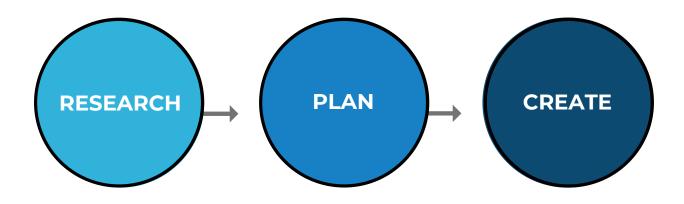
TABLE OF CONTENTS

IMMIGRANT CONNECTION WELCOME PARTNERSHIPS & PROGRAMS	4
CITIZENSHIP CLASS OVERVIEW	8
PLANNING GUIDE	13.
Research	14
Plan	22
Create	25
VOLUNTEER GUIDE	33
RESOURCE GUIDE	35
Cultural Competency Resources	36
Biblical Foundations for Welcoming Immigrants	38
SUPPLEMENTAL TEACHING MATERIALS & ONLINE RESOURCES	39
Teaching Materials	39
USCIS Resources	40
MARKETING GUIDE	42
Flyer & Poster Template Samples	43
Social Media Post Template Samples	44
Press Release Template Sample	45
APPENDIX	47
Citizenship Class Registration Form	48
Citizenship Class Exit Survey	50
Certificate of Completion Sample (Color)	51
Certificate of Completion Sample (B/W)	52
Program Promotional Flyer (Color)	53
Program Promotional Flyer (R/M)	54

No part of this Welcome Guide may be reproduced or transmitted in any form. However, contents from the Appendix may be photocopied if needed.

Citizenship Class 3

PLANNING GUIDE FOR CITIZENSHIP CLASS



This planning guide is composed of three sections: Research, Plan, and Create.

In the Research section, you will assess (1) your church community and (2) the broader local community. As you assess your own church community, you will learn about and evaluate your church's commitment and preparedness in launching a Welcome Program. As you assess the broader local community, you will learn more about immigrants in your area and evaluate your church's resources in being able to connect with and serve your immigrant neighbors well.

In the Plan section, you will learn about and prepare Citizenship Class Logistics, Citizenship Class Resources, and Citizenship Class Community Partnerships.

In the Create section, you will build out various program components.

Citizenship Class



Welcome Home!



Welcome Home!

12 GUIDED LESSONS TO PASS THE U.S. CITIZENSHIP TEST



Introductions and United States Geography	1
2. Early American History 1492 - 1700	9
3. The American Revolution: The United States is Born	17
4. The United States Constitution	25
5. Branches of Government: Congress	33
6. Branches of Government: President, Courts and Government on State and Local Levels	43
7. Getting Ready for the Interview: Naming Conventions, Addresses, Dates, Employment	55
8. Getting Ready for the Interview: Practice Interview	65
9. United States History 1803 - 1900	75
10. Rights and Responsibilities	83
11. Recent United States History 1900 - 1960	91
12. Recent United States History 1960 - 2024 and Wrap Up	99
ppendix 1: USCIS Writing Vocabulary	147
ppendix 2: Reading Vocabulary	151
Appendix 3: Form N-400 Vocabulary for the Interview	154
Appendix 4: Answer Key for Student Book Exercises	157
ppendix 5: USCIS Audio and Video Study Tools	169
Appendix 6: Helpful Resources for Tutors	170
ppendix 7: Mock Interview Scoring Guidelines/Citizenship Mock Interview Form	172
ppendix 8: Important Forms	173
Coloring Pages	174



LESSON 1

Introduction and United States Geography

Students will
be introduced
to their textbooks
at the end of the
session. Please do
not hand out the
textbooks until
then.

Lesson 1: Introduction and United States Geography

In this lesson, students will learn to:

Introduce themselves

and answer questions about their backgrounds and current status. These skills are required during the citizenship interview and for completing and understanding the N-400 Form. Answer Civics Test Questions:

88, 89 ,90, 91, 93, and 94. Read and Answer "W" Questions

This lesson introduces your students to the grammatical structure of so-called "w-questions".





While most of your students will have some knowledge of the English language and may even have a large vocabulary, many will still struggle with building English sentences correctly. Speaking English in a grammatically correct manner, though, will be important to make an impression of proficiency during the interview process. Native speakers tend to associate a greater understanding of the English language with non-native speakers who use correct grammatical structures but have less vocabulary, than with non-native speakers who display a large vocabulary, but speak grammatically incorrect. Students will be introduced to their textbooks at the end of the session. **Please do not hand out the textbooks until then.**

I. Introductions

Slide 4

Before asking students to introduce themselves, you should briefly introduce yourself.

Slide 4 can be modified to fit your own personal information. Bullet points that do not apply to you may be deleted or substituted with other information about you (hobbies; pets...)



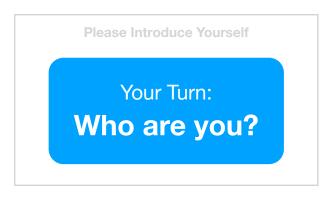
Slides 5-6

After introducing yourself, ask your students to introduce themselves.

Do this exercise without providing students with any vocabulary or preparation **prior** (other than having introduced yourself). **Having students complete** this exercise without receiving any assistance will help instructors get an idea about students' comfort level with the English language.

If you notice that some of your students have trouble introducing themselves without any prompts, display the questions on Slide 6 and have them answer the questions one by one.

Having each student in your class answer all of the questions on Slide 6 may seem tedious. However, repeating questions and answers serves a purpose. Repetition helps especially students on lower ESL levels to train their ear to different ways of pronunciation and to memorize questions and answers that will appear in their interview.





II. The Citizenship Test

Slides 7-8

Explain to your students what the citizenship test entails.

Tell your students:

If you want to become a U.S. citizen, you have to apply for citizenship.

First, you have to complete an application form. This form is called the N-400 Form.

Later, you will have an interview with an officer from the USCIS - the United States Citizenship and Immigration Services.

At the interview, you will need to show that you can speak, read, and understand basic English.

You will also need to answer questions about the history and government of the United States.

The Citizenship Test has 4 parts:

- 1. Speaking English
- 2. Reading English
- 3. Writing English
- 4. Civics: History and Government of the United States







Pay close attention to ensuring that your students actually understand the requirements of the test.

If necessary, use props, for example:

1. When explaining "speak English" requirement, hold up a copy of the N-400 Form. Walk around the room, and pretend to be the "interviewer". Address individual students with simple questions from the Form - such as "Could you state your name, please"; Your name is; is that correct? - and have students answer.

When doing this exercise, make sure to use questions that your students are able to answer. Having students realize that that they are already able to answer questions from the interview will be a tremendous confidence booster!

2. Similarly, when explaining the reading and writing requirements, provide samples and be specific. You may, for instance, give each students a pen and a piece of paper and ask them to write a simple sentence like - "The United States is big".

Again, choose a very simple sentence, as success at this exercise will boost your students' confidence.

3. Explaining the civics requirement provides an opportunity to lead over into your first learning unit: U.S. Geography.

Have your students follow you to the large wall map.

Ask: Which is the largest state within the United States? Where is Washington, DC? Can you name one of the largest rivers in the United States?

There is a good chance that your students will not be able to answer any of these questions.

Let them know that this is not a problem. They will learn all of this TODAY in class.

III. United States Geography

Slide 9

Tell your students: Let's talk about the United States of America.



IMKE RISOPP-NICKELSON

Welcome Home!



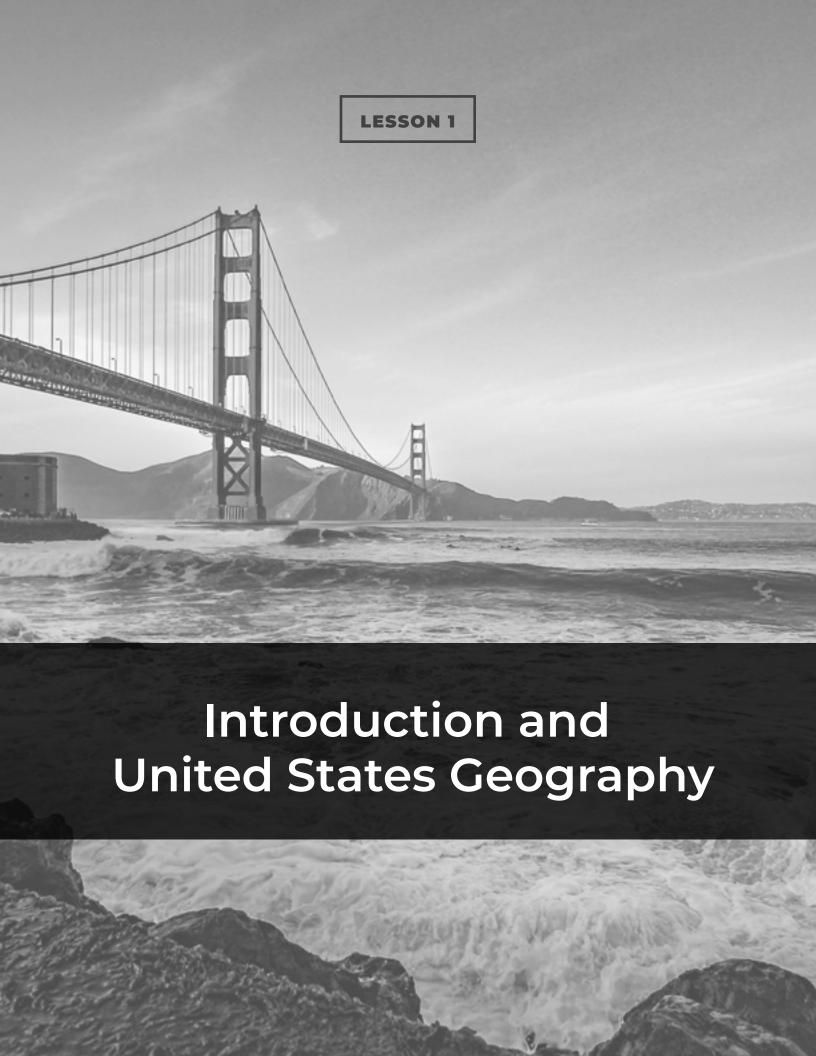
Welcome Home!

12 GUIDED LESSONS TO PASS THE U.S. CITIZENSHIP TEST



Introduction and United States Geography	1
2. Early American History 1492 - 1700	9
3. The American Revolution: The United States is Born	17
4. The United States Constitution	25
5. Branches of Government: Congress	33
6. Branches of Government: President, Courts and Government on State and Local Levels	43
7. Getting Ready for the Interview: Naming Conventions, Addresses, Dates, Employment	55
8. Getting Ready for the Interview: Practice Interview	65
9. United States History 1803 - 1900	75
10. Rights and Responsibilities	83
11. Recent United States History 1900 - 1960	91
12. Recent United States History 1960 - 2024	99
Appendix 1: USCIS Writing Vocabulary	110
Appendix 2: Reading Vocabulary	113
Appendix 3: Form N-400 Vocabulary for the Interview	116
Appendix 4: Answer Key for Student Book Exercises	120
Appendix 5: USCIS Audio and Video Study Tools	127
Appendix 6: Important Forms	127
Appendix 7: Coloring Pages	128





Lesson 1: Introduction and United States Geography

In this chapter, you will learn about:

the United States citizenship test.

2

the geography of the United States. Civics Test Questions 88, 89,90, 91, 93, 94, 95. 3

how to correctly ask questions in English.



I. The Citizenship Test

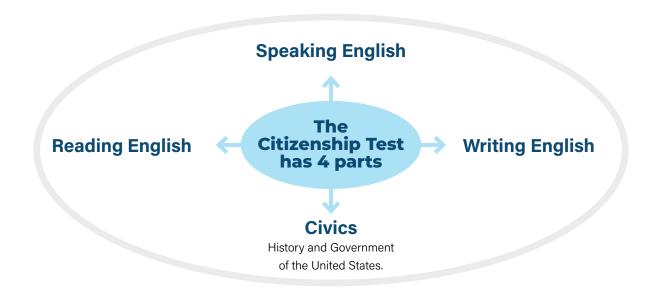
If you want to become a U.S. citizen, you have to apply for citizenship (apply = put in an application).

First, you have to complete an application form.
This form is called the N-400 Form.

Later, you will have an interview with USCIS—the United States Citizenship and Immigration Services.

Passing the U.S. Citizenship Test:
What you need to know.

Speak
Read and Wille Peplela
Read and



II. United States Geography

The United States is a country in North America.

The United States is in the middle of North America.

Canada is **north** of the United States.

Mexico is **south** of the United States.

The Pacific Ocean is on the West Coast of the United States.

The Atlantic Ocean is on the East Coast of the United States

