

YOUR WORKING CHECKLIST

Build an evidence chronology without inventing missing dates

How can I organize an immigration history when records use different dates or have gaps?

Keep events, document dates and receipt dates distinct, connect each timeline entry to its source, and label uncertainty honestly. A chronology is an organizing aid rather than a new official record or personal legal argument. It should preserve discrepancies for review instead of editing them away.

Check the boxes on screen or by hand. Use the notes area for records to find and questions to ask.

Your preparation checklist

- ☐ Define which history the chronology covers.
- ☐ Attach a source to each event.
- ☐ Preserve gaps and conflicting versions.
- ☐ Separate factual organization from legal consequences.
- ☐ Maintain a versioned private working file.

Notes and questions to follow up

Source links and current instructions

Sources checked October 25, 2026. Follow current instructions at the linked institution.

USCIS: Policy Manual: evidence

<https://www.uscis.gov/policy-manual/volume-1-part-e-chapter-6>

National Archives / OGIS: Using FOIA to access immigration records

<https://www.archives.gov/ogis/resources/foia-ombuds-observer/2023-02>

Immigrant Insider: Editorial policy and verification status

<https://immigrantinsider.com/editorial-policy/>

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<https://immigrantinsider.com/procedures/evidence-chronology/>

General information

This free organizer is not a government form and does not submit an application, establish eligibility, preserve a deadline or replace individual legal advice. Government filing fees and professional services are separate.