

EOIR Courts & Appeals System (ECAS)
Summary of ECAS Enhancements DHS Users
July 2019

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1. Enter NTA Data and Schedule a New Case in the DHS Portal

The ability to enter NTA data and schedule new cases is now available in the DHS Portal. These enhancements provide all the same capabilities that are in the CASE-ISS application, which is being phased out on August 3, 2019.

- All DHS users [access the DHS Portal through the login screen](#).
- Training materials are available within the DHS Portal.
- Due to a federation agreement between ICE and EOIR, ICE users will not need to enter a username and password to access the DHS Portal (single sign-on for ICE only).
- All non-ICE DHS users will need to enter a username and password to access the DHS Portal. Registered CASE-ISS user accounts and passwords have been automatically transferred to the DHS Portal.
- For details about new DHS user registration for the DHS Portal, please reference the [DHS Registration Instructions and Frequently Asked Questions document](#).
- CASE-ISS will be taken offline on August 3, 2019. After that date, the DHS Portal will be the only online application where DHS can enter NTA data and schedule new cases with EOIR.

THE EXECUTIVE OFFICE FOR
IMMIGRATION REVIEW

DHS Portal

Upload Initiation Documents

View eROPs and Upload Supporting Documents

View My Uploads

Schedule a New Case

Cases Without an Initiation /

Schedule a New Case

Enter an Alien Number to search for existing cases. Please add a leading zero to the front of an 8-digit A-Number (e.g., 012-345-678 or 012345678). For Lead, Rider, or Family cases, please enter Lead Alien Number first.

Please schedule a Lead case before scheduling a Rider or Family case.

Alien Number

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DEPARTMENT OF JUSTICE | EXECUTIVE OFFICE FOR IMMIGRATION REVIEW | 5107 LEESBURG PIKE, SUITE 2000, FALLS CHURCH, VA 22041
1-800-368-1010 or 1-800-368-1011 or EOIR-2019-001

Figure 1: Scheduling a New Case Screen

Upload Initiation Documents

View eROPs and Upload Supporting Documents

View My Uploads

Schedule a New Case

Cases Without an Initiation / Charging Documents

What's New!!!

Training Resources

New Case Details

Please enter the information pertaining to the case. Required fields are marked with an asterisk (*), and further help can be found by rolling over the data fields.

Case Information

*Alien Number

*Charging Document Date

07/11/2019

*Case Type

Removal (RMV)

US Entry Date

Lead A-Number

☐ Migrant Protection Protocol (MPP) case

*Base City

-- Select Base C --

*Hearing Loc

-- Select Hearing Location --

*DHS Loc

-- Select DHS Location --

Alien Information

*First Name

Middle Name

Suffix

*Last Name

Alias

Gender

-- Select Gende --

*Nationality

-- Select Nationality --

Date of Birth

*Language

-- Select Language --

Battered

☐ Yes ☒ No

Contact Information

*Country

UNITED STATES OF AMERICA

In Care of

Alien admitted to the United States, but is deportable for the following reason.

NTA Issued because INA section 235(b)(1) expedited removal order was vacated

Select one of the choices below if applicable; this section is not required.

☐ 8 CFR 208.30(f) – Respondent was found to have a credible fear.

☐ 8 CFR 235.3(b)(5)(iv) – Respondent has asserted a claim to be a U.S. citizen, lawful permanent resident or an asylee under INA section 208 or a refugee under INA section 207.

Asylum Information

All fields are required for asylum cases. For non-asylum cases, please leave this area blank.

Asylum Received Date

*Elapsed Days

*Clock Status

-- Select Clock ? --

*In Person/ Mail

-- Select In Pers --

*Grounds

Select

Cancel

Submit

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HOME | HELP | Tech Support: 1-877-386-3842 or ECAS.technicalsupport@dhs.gov

Figure 2: Entering New Case Details Screen