



Five Immigration Guides Now Available

Obtaining Passports for Massachusetts Children Under 16

LEGAL KEY
PARTNERSHIP FOR HEALTH AND JUSTICE

Passports are essential identity documents that prove a person's age and are required for international travel. Children under 16 can apply for passports when both parents have them to apply in person at a passport acceptance agency like the post office. However, what if you're not the child's parent or you're unable to visit the post office or if a parent doesn't want the child to have a passport? Use this guide to help navigate the passport application process for children under 16.

General Process

How to Apply

- Visit [Travel.State.gov](https://travel.state.gov) for application and instructions for adults and children.
- Use the [passport acceptance facility locator tool](#) to find the closest place to submit the application.
- Bring an unexpired application, supporting documents, and payment for fees.

Document Checklist

- Form DS-11, Use the US Department of State's [DS-11 \(DS-11\) PDF](#), and print out the completed form. Do not sign the DS-11.
- Child's valid birth certificate (with either evidence of child's US citizenship).
- Proof of parent's ability to sign for child's birth certificate or adoption decree.
- ID for both parents/legal guardian.

Additional resources: [How to Obtain a Passport for a Child Under 16](#)

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Attending the passport appointment: Who needs to be present?

Generally, both parents and the child must be present. However, there are times when this isn't possible. Before any common situations a family may encounter, Families who see an other circumstances should consult with a lawyer.

- If both parents agree their child should have a passport, but only one can take the child to the passport application appointment, the parent who can't go to the appointment can sign [Form DS-11](#), [Statement of Consent](#), have it notarized, attach a copy of a government issued photo, and give it to the parent going to the appointment with the child.
- If only one parent is listed on the birth certificate, then that parent can appear at the appointment with the child if both parents are on the birth certificate but one has died, the parent should include a copy of the death certificate.
- If parents disagree about whether the child should have a passport, either party can go to family court to seek a court order regarding the passport application. Note: Family court proceedings can be lengthy and costly. They can also address additional issues beyond what brought the matter to court. For the passport application, people should consult with a lawyer prior to going to family court. The Massachusetts Bar Association has an attorney referral service.
- If one parent is in jail, there is domestic violence, or the second parent is untraceable, the parent applying for the passport can use [Form DS-11](#), [Statement of Consent](#), attach a copy of a government issued photo, and a court order or other document verifying the situation.

If neither parent can bring the child to the passport application appointment, they can give the permission to a third party (like a grandparent) to bring the child to the appointment with signed and notarized [Form DS-11](#), [Statement of Consent](#), and a government issued photo. Attach a copy of the parent's government issued photo. Do so for each form.

Legal Key has now published **five** guides on some of the changing laws that impact immigrants. With funding from the **Boston Bar Foundation**, we have translated these guides into **Portuguese, Haitian Creole, and Spanish**.

Our newest resource, **Obtaining Passports for Massachusetts Children Under 16**, focuses on this **essential identity document** that proves citizenship and is required for international travel.

Other resources focus on some common questions, such as **how to find out if someone has an immigration hearing, how to start a conversation about immigration status, and an overview of Temporary Protected Status (TPS)**.

RESOURCES AVAILABLE TO PEOPLE IN MASSACHUSETTS REGARDLESS OF IMMIGRATION STATUS

For more information on these resources or to schedule a free legal consultation, contact the Legal Key Helpline at 1-800-342-7373 or visit www.legalkey.org.

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CRIMINAL RECORDS

Individuals with criminal records may face barriers to employment, housing, and public benefits. Legal Key provides information on how to request and review criminal records, understand expungement options, and navigate the process.

PROSECUTION

Individuals facing criminal charges or prosecution may need legal assistance. Legal Key offers information on understanding charges, navigating court proceedings, and seeking legal representation.

IMMIGRATION STATUS

Individuals with various immigration statuses may have specific rights and obligations. Legal Key provides information on understanding status, applying for adjustment of status, and navigating deportation proceedings.

LEGAL SERVICES

Legal Key offers free legal consultations and referrals to legal services. Individuals can contact the Legal Key Helpline for assistance.

Immigration Status Spotlight on Temporary Protected Status (TPS)

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1. What is Temporary Protected Status (TPS)?

TPS is a temporary immigration status granted to eligible individuals from designated countries. It allows them to live and work in the United States for a limited period of time. TPS is not a permanent status and is subject to renewal.

2. Who is eligible for TPS?

Individuals from designated countries who are currently in the United States and meet the requirements for TPS are eligible. The designated countries are listed by the Department of Homeland Security.

3. How do I apply for TPS?

Individuals must file Form I-918, Application for Temporary Protected Status, with the United States Citizenship and Immigration Services (USCIS). They must also provide supporting documentation, including proof of identity and evidence of nationality.

4. What are the benefits of TPS?

Individuals with TPS are allowed to live and work in the United States. They are also eligible for certain public benefits, such as Social Security and Medicaid.

5. How long does TPS last?

TPS is granted for a limited period of time, typically 18 months. It can be renewed if the designated country remains in a state of armed conflict or other extraordinary circumstances.

6. What are the risks of TPS?

Individuals with TPS may face uncertainty about their future status. They may also face challenges in applying for permanent immigration status.

So You Want to Talk About Immigration Status? Best Practices for Communication Effectively in a Complex Immigration Landscape

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1. Know Your Audience

Understanding the audience is crucial for effective communication. Tailor your message to the specific needs and concerns of the individuals you are speaking to.

2. Use Plain Language

Immigration law is complex. Use simple, clear language to explain concepts and avoid legal jargon. Provide examples and analogies to help illustrate points.

3. Listen Actively

Encourage individuals to share their concerns and questions. Listen carefully to their responses and provide thoughtful answers.

4. Provide Resources

Offer individuals access to additional resources, such as legal guides, hotlines, and community organizations. Provide contact information for legal assistance.

5. Build Trust

Establish a safe and confidential environment. Be transparent about your role and the limitations of your assistance. Build trust through consistent and honest communication.

How Care Teams Can Support Immigrant Families

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1. Provide Language Support

Offer language interpretation services to help individuals understand and communicate with healthcare providers. Provide written materials in multiple languages.

2. Offer Cultural Competency Training

Train healthcare providers on the cultural beliefs, values, and practices of diverse populations. Promote respect and understanding of different cultural perspectives.

3. Connect to Community Resources

Identify and refer individuals to community organizations, support groups, and social services. Provide information on local resources and support networks.

4. Address Legal Needs

Identify individuals who may need legal assistance. Provide referrals to legal services and information on legal rights and options.

Resources in MA Regardless of Immigration Status

Spotlight on Temporary Protected Status

How to Talk About Immigration Status

How Care Teams Can Support Immigrant Families

Welcome!



This summer, Legal Key is thrilled to host **Madeleine Chang**, a Lumpkin Fellow from Wellesley College. Here is a bit about Madeleine in her own words:

"I am an economics major at Wellesley College interested in public policy and public health. I am eager to work with care teams and individuals navigating our evolving legal system. In my free time, I enjoy cooking and sharing food with friends, watching soccer, and visiting art museums!"

Thank you, Madeleine for interning with Legal Key!

AROUND TOWN

Legal Key Attends The Children's Trust Celebration Day



Legal Key's **Stephanie Duggan-Lykes** and **Jeff Gilbert** had a great time at [The Children's Trust](#)'s annual Celebration Day on June 12!

We are so grateful for our longtime partnerships with [Healthy Families Massachusetts](#) and the [Family Supports Programs](#), and loved celebrating the accomplishments of their wonderful staff.

DIGITAL DIGEST

[Massachusetts](#)

In MA, some evictions are [eligible to be sealed](#) so that they will not be as large a barrier for tenants seeking new housing. The Massachusetts Courts have released forms and information on how to seal eviction cases.



[Rhode Island](#)

In RI, the [District Court](#) has information about who is eligible to seal their eviction cases, and how to access the required forms.



At Legal Key, we believe in the legal system and its potential to protect the most vulnerable in our communities. **Your contribution helps us to realize our vision of a society where information about legal rights and systems is widely accessible and used to help people thrive.**

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Legal Key Partnership for Health and Justice envisions a society where information about legal rights and systems is widely accessible and used to help people to thrive. To realize this vision, Legal Key's mission is to create access to legal knowledge for health and social service sectors and empowers those communities to use legal problem-solving to improve wellbeing. Through legal education, workforce support and social care program design, Legal Key impacts systems, care professionals, and the individuals they serve.

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