

NATIONAL ARCHIVES 2024 GENEALOGY SERIES



Research Services



Tuesdays at 1 p.m. ET during May and June



2024 Genealogy Series

Welcome!

The National Archives and Records Administration (NARA) is pleased to present this educational series of lectures on how to conduct family research.

NARA's mission is to preserve and provide access to the records of the government of the United States of America. We are thrilled to share our records that relate to family history and to make those records available to you through the Genealogy Series.



About the Sessions

Our presentations will demonstrate how to use federal resources at the National Archives and Records Administration for genealogical research.

National Archives experts are presenting from our locations across the United States. Sessions are intended for beginners to experienced family historians—all are welcome!



Join the Conversation

Participate with the presenters and other family historians during a session's premiere.

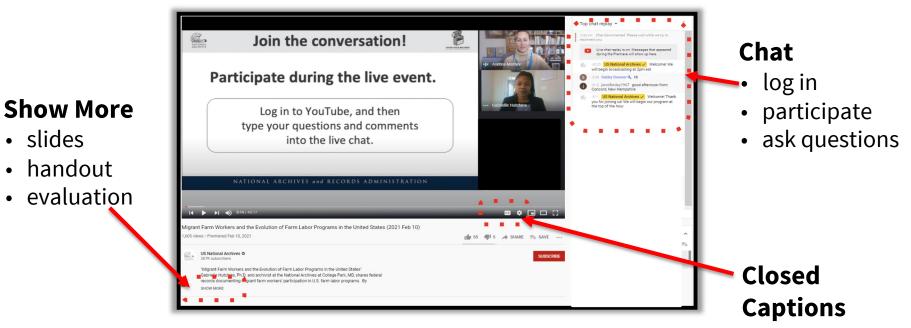
Live Chat on **YouTube**: Log in and type your questions comments

Follow **@USNatArchives** on X and join the Genealogy Series conversation using **#GenealogySeries2024**



slides

Instructions



Videos and presentation materials remain available after the premiere date.



Schedule

May 21 1 p.m. ET	Welcome and Introductions
May 21	Passport Records: Passport Applications at NARA, 1790s–1925
1:05 p.m. ET	Claire Kluskens
May 28	After Their Service: Tracing the Lives of Native American Army Scouts
1 p.m. ET	Cody White
June 4 1 p.m. ET	Captured German Records Related to American Prisoners of War during World War II Rachael Salyer



Schedule

June 18 1 p.m. ET	<i>Alien Files (A-Files): Researching Immigrant Ancestors at the National</i> <i>Archives</i> Elizabeth Burnes
June 25 1 p.m. ET	<i>World War II Enemy Alien Records related to Japanese Americans at the</i> <i>National Archives</i> David Castillo, Ruth Chan, and Katharine Seitz
June 25 following 1 p.m. session	Closing Remarks



Session Overview

Alien Files (A-Files): Researching Immigrant Ancestors at the National Archives

Learn about the Alien Files (A-Files), a rich source of biographical information for family research. The A-Files contain United States immigrant documents generated and collected since the mid-20th century with a wealth of data, including visas, photographs, applications, correspondence, and more. Participants in this session will understand who should have an A-File, discover online search methods to determine whether records are available at the National Archives, and gain the skills to successfully place a request.



Presenter Biography



Elizabeth Burnes

Flizabeth Burnes is an archivist at the National Archives at Kansas City who serves as the lead archivist for Alien Files (A-Files) reference as well as a Subject Matter Expert for Immigrant Related Records. She received a bachelor's degree in history at Truman State University, and a master's degree in history and museum studies at the University of Missouri-St. Louis.



Research Services

Alien Files (A–Files): Researching Immigrant Ancestors at the National Archives

Elizabeth Burnes

Archivist, National Archives at Kansas City

Subject Matter Expert (SME) for Immigrant Records



Overview

- Background Information
- File Content
- Record Requests



Research Services

Background Information



Image: A-File folders in a box



What is an A-File?

 The Immigration and Naturalization Service (INS) began issuing each alien an Alien Registration number in 1940 and on April 1, 1944, began using this number to create individual case files, called <u>Alien</u> <u>Files or A-Files</u>.

• The files reflect the interaction of an immigrant with the federal government throughout their time in the United States up to the time of any final action, which could include death, departure, deportation, permanent resident status, or citizenship.



Actress Anna Lee completing the alien registration process. Image courtesy of the USCIS Historical Library.



What is the research value of A-Files?

• Since the early 20th century, the United States collected increasing amounts of information from immigrants. A-Files from mid-century hold a wealth of data, including visas, photographs, applications, affidavits, correspondence, and more.

• Although the files were created beginning in 1944, documents and information included may be much older than that and could date to the person's birth.

Who should have an A-File?

The immigrant	
Died before August 1, 1940	Will not have an A-File or an Alien Registration Number. Research other National Archives resources of genealogical interest, such as ship passenger manifest lists, for information about this individual.
Became a naturalized citizen between September 27, 1906, and August 1, 1940	Will not have an A-File. Inquire with the USCIS Genealogy Program regarding a possible Certificate File (C-File).
Became a naturalized citizen between August 1, 1940, and March 31, 1956	Will not have an A-File. Inquire with the USCIS Genealogy Program regarding a possible Certificate File (C-File) or 1940 Alien Registration Form.
Immigrated to the United States after April 1, 1944	Will have an A-File. Check National Archives holdings if born in 1920 or earlier. Otherwise, inquire with the USCIS Genealogy Program.
Naturalized on or after March 31, 1956	Will have an A-File. Check National Archives holdings if born in 1920 or earlier. Otherwise, inquire with the USCIS Genealogy Program.
Registered in the United States as an alien in 1940 but never came back to the Immigration and Naturalization Service for any reason	Was likely assigned an Alien Registration Number but will not have an A-File. You can obtain a copy of their 1940 Alien Registration Form from the USCIS Genealogy Program.
Registered in the United States as an alien in 1940 and came back to the Immigration and Naturalization Service for any reason (other than naturalization) after 1944	Will have an A-File. Check National Archives holdings if born in 1920 or earlier. Otherwise, inquire with the USCIS Genealogy Program.



What A-Files are currently available for research at NARA?

A-Files for the entire United States and its territories are being centralized at the **<u>National</u>** <u>Archives at Kansas City</u>.

• Access Note: The files are stored off site and require advance notice for retrieval.

Because of strong interest and advocacy for the A-Files by local research communities and their congressional representatives, the <u>National Archives at San Francisco</u> maintains some of the available A-Files from the INS district offices located in San Francisco, Honolulu, Reno, and Guam.

• Researchers seeking individuals who may have lived in these areas should check **both** the National Archives at San Francisco and Kansas City records for A-Files.



What A-Files are currently available for research at NARA?

• As of November 2023, the National Archives at Kansas City has nearly 1,300,000 A-Files for individuals born 1920 and earlier.

• As of November 2023, the National Archives at San Francisco has 300,000 A-Files for individuals who were born 1920 and earlier, largely from the INS-Honolulu and INS-San Francisco District Offices.



- Files are <u>eligible</u> for transfer to NARA when the Year of Birth (YOB) for the subject is 100 or more years old.
- NARA does **not yet** maintain ALL of the files for individuals born 1920 and earlier.

Note: A-Files are still an active file series created by the U.S. Citizenship and Immigration Services (USCIS).



Common Misconceptions

It is FALSE that A-Files are the same as Enemy Alien Registration Affidavits

• Enemy Alien Registration Affidavits were created 1918-1919 (<u>WWI</u>) for German immigrants; only a small percentage of the affidavits still exist.

It is FALSE that all immigrants naturalized

- **<u>Naturalization</u>** is a voluntary act; it is not required.
- Of the foreign-born persons listed on the 1890 through 1930 censuses, 25 percent had not become naturalized or filed their "first papers."



It is FALSE that A-Files only represent noncitizens

• From April 1, 1944, to March 31, 1956, A-Files rarely include citizenship records; however, beginning April 1, 1956, A-Files serve as a consolidated point of documentation for all of an immigrant's records.

Varying needs of those seeking Dual Citizenship

In an effort to assist dual citizenship seekers in understanding what NARA can and cannot assist them with, we have compiled some of the most <u>frequently asked questions</u>.



Research Services

File Content



Image: A-File folders in a box



Alien Registration Form (AR-2)

Subscribed and sworn to (or

affirmed) before me at the place and

on the date here designated by the

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official post-office stamp below. Tenneth Mulutter

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Alien Registration Form (AR-2) for Maria Ferraro, A4212197 (National Archives Identifier: 5654540)

OFFICE

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Immigration Visa and Alien Registration

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Immigration Visa and Alien Registration for Angelina Mirabito, A10325304 (National Archives Identifier:

<u>5398842</u>)



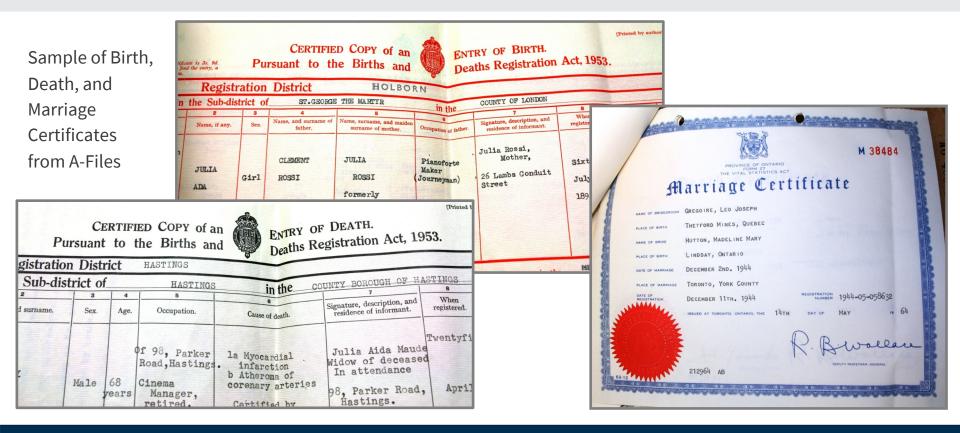
Address Report Card

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Address Report Card for Maria Ferraro, A4212197 (National Archives Identifier: <u>5654540</u>)



Vital Records





Selected Miscellaneous

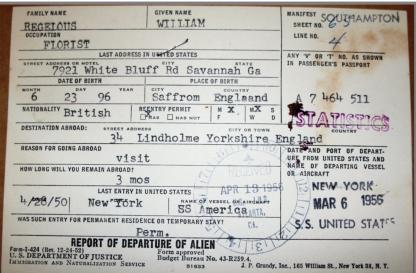
NOTICE! NOTICE! THIS FILE IS NOT CONSOLIDATED

- I. When this file becomes active and subsidiary files are needed from the Central Office to complete the file consolidation, Form G–180 shall be executed, giving data necessary to make complete search of indexes and to prepare decentralization records.
- II. The following information must be shown when appropriate:
- A. Entry subsequent to July 1, 1924, where the documents are in the Central Office and a search of indexes is required:
- 1. VISAS.—The name used at time of arrival, if different from present name,
- 2. REENTRY PERMIT.—The name used at the time the last permit was issued and year of issuance.
- 3. SUSPENSION OF DEPORTATION.—The name under which the record of entry was created and when possible, the *Central Office immigration* file number.
- B. Entry prior to July 1, 1924, where the record of entry is at the port of arrival.
- 1. The entry shall be verified and the G-180 stamped to show "Entry as immigrant verified," unless record was created through registry.
- 2. REGISTRY.—The name under which the record of entry was created and when available, number shall be given.
- III. CREATION OF RECORDS.—Where record of entry is created under sections 244, 245, 249, or private law: the G-180 shall show "Record created under . . ."
- IV. Any Central Office file number, other than above, which may be known, shall be quoted.
- V. All requests for records and files for consolidation from Central Office shall be made on Form G-180.

ADM 428 (3-33-53)

Above: Sample "Not Consolidated" Notice from A-Files Below: Application and Permit to Reenter the United States for Eric Watson, A11221466 (National Archives Identifier: 5408713)





Above: Report of Departure of Alien for William Regelous, A7464511 (National Archives Identifier: <u>5362891</u>)



Naturalization Records

Additionally, within an A-File you may find:

- Declaration of Intention & Petition for Naturalization
- Certificate of Naturalization/Certificate of Citizenship

NOTE: Naturalization records will primarily appear in an A-File if the naturalization took place April 1, 1956, or after.



Certificate of Naturalization for Leonardo Bulawin, A22142420 (National Archives Identifier: <u>5500056</u>)



A-Files can also include:

- Passenger manifest/border crossing records and information
- Visa Files, Registry Files, Petition Files, Chinese Exclusion Files, and other INS record types that were consolidated into the A-File
- Passport records (both foreign and U.S.)
- Deportation records
- WWII enemy alien records (immigrants of German, Italian, and Japanese descent)
- Records of repatriation and derivative citizenship

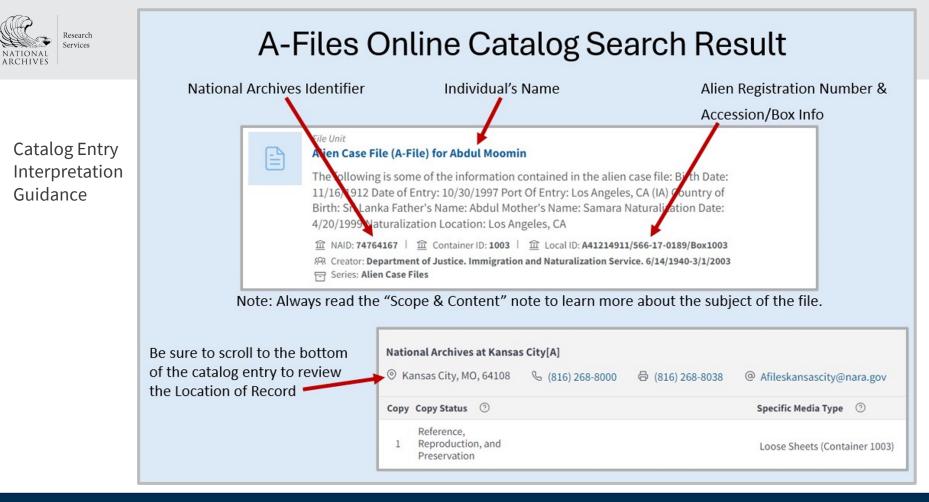


Research Services

Record Requests



Image: A-File folders in a box





What can the National Archives Catalog tell me about the subject of the file?

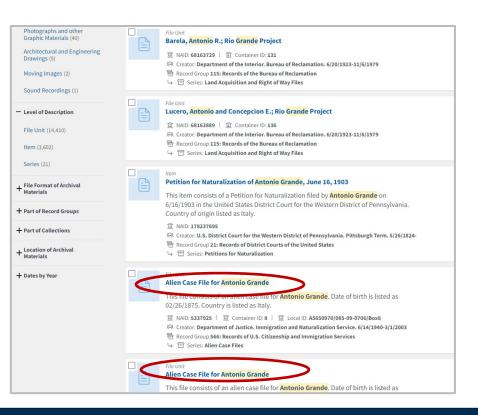
- Alien Registration number
- Last Name
- First Name
- Alias
- Date of Birth
- Sex
- Date of Entry
- Country of Birth

- Father's Name
- Mother's Name
- Naturalization Date
- Naturalization Court
- Naturalization Location



Searching the Catalog

- You can search by First and/or Surname OR Alien Registration Number (ex. A1234567) from the main page.
- BE AWARE: You will be looking for results with "Alien Case File for [name]" or "A-File for [name]" as the title on the results page.
- Keep in mind that A-Files are **only** maintained in Kansas City and San Francisco.





Searching the Catalog

You can also search for the term "Alien Case Files" series from the main page. You will open the entries with that title (National Archives Identifiers: <u>4488912</u> and <u>6105565</u>) and can click on the "Search within this Series" button to limit your search to **ONLY** A-Files. Note: You may need to search both the Kansas City and San Francisco series.

Record Group 566: Records of U.S. Citizenship and Immigration Services
Series A NOT YET AVAILABLE ONLINE
Alien Case Files, 1944–2003
Other title: A-Files
Creator: Department of Justice. Immigration and Naturalization Service. 6/14/1940-3/1/2003 (Most Recent)
🏦 NAID: 4488912 🗉 🗎 Textual Records 🗉 🙆 Photographs and other Graphic Materials 🗉 📛 Collected: 1944–2003
Q Search within this Series 🗅 1,339,226 File Units



Searching the Catalog

When I complete a "Search within this Series" in the Catalog, I normally try the following search term combinations and browse the result lists:

- Surname
- First Name and Surname
- Surname and Year of Birth (ex. Grande and 1875)
- First Name and Year of Birth
- Exact Date of Birth (ex. 9/5/1903 or 09/05/1903)



Submitting a Request

How can I request copies of A-Files?

- Send an email to the appropriate NARA office:
 - afiles.kansascity@nara.gov
 - <u>sanbruno.archives@nara.gov</u>
- We can also receive requests via postal mail or fax.

A successful request includes:

- Individual's complete name (including known variants)
- Local Identifier (Alien Registration Number, Accession Number, Box Number)
- National Archives Identifier (NAID)



Submitting a Request

Also helpful to include to aid confirming a match to the individual you are seeking:

- Individual's approximate date and place of birth (include known date variants)
- Individual's approximate date of entry into the United States
- City/state where the individual resided in the United States
- Names of parents, spouses, and/or children



Submitting a Request

A-Files for on-site use in NARA research room:

- A-Files can only be viewed in the research rooms at Kansas City and San Francisco.
 - A-Files are not shipped between NARA locations.
- Appointments are required.
 - A-Files in Kansas City are stored off site and require advance notice for retrieval.
 - A-Files in Kansas City and San Francisco require advance screening by staff prior to public use.
- Researchers must register and complete orientation prior to visiting the research room.



No matching results in the Catalog?

- If you cannot find your individual in the Catalog, it is because NARA does not currently maintain the record.
- NARA will accession new A-Files on an annual basis.



No matching results in the Catalog?

Researchers can continue their search by contacting the United States Citizenship and Immigration Service (USCIS) through their Genealogy Program: <u>www.uscis.gov/genealogy</u>

OR

through a Freedom of Information Act (FOIA) request:

https://www.uscis.gov/records/request-records-through-the-freedom-ofinformation-act-or-privacy-act

The USCIS continues to maintain all active and inactive A-Files that have not yet been transferred into the holdings of the National Archives.



U.S. Citizenship and Immigration Services



A-Files Fee Schedule

Research and Reproduction Fees

Product/Service		Fee
A-File with a <i>date of birth</i> prior to:	1890	\$27.00
	oftor	\$40.00
A-File with a <i>date of birth</i> 1890 or	anter	\$40.00
A-File with a <i>date of birth</i> 1890 or On-Site Service	aitei	\$40.00
	Fee	\$40.00

Note: There is an additional \$15.00 fee for certification (per certification packet, up to 150 pages). Certified copies must be provided in paper format.

Standard mail order services fees include one copy format, scan OR paper.



Web Resources

The <u>A-Files page</u> provides additional information to guide A-File research.

The Immigrant Records landing page is a great resource for locating additional record series related to A-Files.

Research Our Records

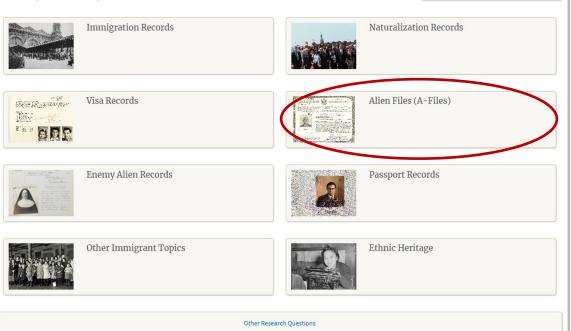
Home > Research Our Records > Immigration Records > Immigrant Records at the National Archives

Immigrant Records at the National Archives

Among the billions of historical records housed at the National Archives throughout the country, researchers can find information relating to immigrants from the late 1700s through the early 2000s. The National Archives preserves and makes available documents created by Federal agencies in the course of their daily business.

As you plan your research, consider this question: how does my research topic intersect with the US Federal Government?

What are you researching?



Please note: Although some of these records

online, there are many records that are only

available in paper or microfilm format at NARA

have been digitized and made available

locations.



Contact Info

A-Files in Kansas City: **<u>afiles.kansascity@nara.gov</u>**

A-Files in San Francisco: sanbruno.archives@nara.gov



After the Broadcast

Email questions to **inquire@nara.gov**

Video recordings of lectures and downloadable handouts will remain online at

www.archives.gov/calendar/genealogy-series/2024





We value your opinion.

Please take a minute to complete a short evaluation. Your comments help us maintain the quality of our services and plan future programs. Thank you!

Event Evaluation:

www.surveymonkey.com/r/KYREventEval



Thank You Genealogy Series Team!

Huge thanks go to:

- the presenters,
- the AV team,
- the Communications and Marketing Division,
- employees throughout Research Services, and
- everyone else who contributed to the success of this program.

We could not produce the Genealogy Series without your support!



Educational resources on how to access and conduct research using U.S. federal government records at the National Archives and Records Administration.

www.archives.gov/calendar/know-your-records



Questions and Answers in Chat

Please stay if you have questions.

Although this concludes the video portion of the broadcast, we will continue to take your questions in **chat** for another 10 minutes.