

**Alicia V. Altamirano, Esq.**  
(her/she/ella)

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**Education:**

- J.D. – University of the District of Columbia, David A. Clarke School of Law, Washington DC
  - B.A. Mass Communications University of Utah
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**Languages:** Native Spanish Speaker, Proficient In Reading And Writing In Spanish

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**Experience:**

**Altamirano Law Office**

**Position: Owner/Senior Attorney**

**Circuit Court, and District Court**

Assist clients in navigating the process of family law and litigate complex hearings. Navigate divorce, separation, and mutual consent. Represent clients in custody, guardianship, child support, child access cases, including consents, access schedules, child support enforcement, modifications, paternity, name changes, property dispute and mediation. Conduct discovery, depositions, and subpoenas. Advise clients with protective order procedures and litigate in District and Circuit court. Prepare petitions, responses, judicial forms, subpoenas, depositions, temporary and final orders, parenting plans, child support orders, child support worksheets, motions, replies, trial briefs, letters, trial preparation. Conduct Discovery, legal research, legal writing, case management, and intakes. Represent defendants with traffic infractions, assault charges, and in need of defense in District Court, and Expungement Clinics.

**Federal Court and Administrative Law**

Advocate for the Latino and immigrant communities to assist them in gaining relief sought. Represent clients before the United States Department of Justice, United States and Immigration Services, United States Immigration and Custom Enforcement, Board of Immigration Appeals and Asylum Office. Research immigration matters and topics as related to federal laws, statutes, regulations and caselaw. Draft motions, briefs, petitions, and prepare clients prior to court hearings or appearances before court and immigration officials. Prepare applications and conduct complex high-stakes litigation. Prepare of requests for Further Evidence responses. Provide legal solutions and alternatives. Direct experience with Immigrant and non-immigrant Visas, Adjustment of Status, Naturalization and Citizenship, Deportation Defenses and Removal Defense, Asylum, Waivers, Victims of Criminal Activity: U Nonimmigrant Status, Victims of Human

Trafficking: T Nonimmigrant Status, Special Immigrant Juveniles Status, Cancellation of Removal, Voluntary Departures and *Know Your Rights* presentations.

**Pro Bono Resource Center of Maryland  
Immigration Attorney and Mentor**

Mentor volunteer attorneys giving legal advice at project clinics at Immigration Court to ensure

competent and accurate legal services are offered to clients receiving services. Represent clients with legal proceedings in Circuit Court. Facilitate volunteer legal services for immigrants in removal proceedings at Project clinics at Immigration Courts in Hyattsville and Baltimore. Work with the Project Paralegal to assist with intake, obtain necessary client paperwork, manage flow of clients, direct immigrants to additional resources, and support volunteers.. Track and summarize data related to clients served at the clinic. Collaborate with clients who received assistance from MILAP to share referral information and additional resources. Provide pro se legal assistance to asylum-seekers. Assist in the development of any new materials needed to expand services as the program grows. Work with Project Director to maintain and develop network of community partners. Attend bi-monthly meetings with other project staff to coordinate services across the project's various clinics.