

LISTS OF ACCEPTABLE DOCUMENTS:

All documents must be UNEXPIRED

LIST A

Documents that Establish Both Identity and Employment Authorization

- (4pts.) U.S. Passport or U.S. Passport Card**

- (4pts.) Permanent Resident Card or Alien Registration Receipt Card (Form I-551)**

- (4pts.) Employment Authorization Document that contains a photograph (Form I-766)**

- (4pts.) For International Students:**

- (1pts.) Foreign Passport
- (1pts.) Form I-94 (Arrival and Departure Record)
- (1pts.) F-1 (I-20 Visa) OR
- (1pts.) J-1 (DS-2019)
- (1pts.) SSN Card or SSN receipt

Before presenting your identification for completion of Form I-9, be sure to have all documents required.

CHECK YOUR SCORE:

/4

4 POINT DOCUMENT VERIFICATION:

Employees must present a total of 4 points of identification from the following lists below for completion of Form I-9. ORIGINAL DOCUMENTS ONLY. NO EXCEPTIONS.

LIST B

Documents that Establish Identity
(Select ONE)

- (3pts.) Driver's License or ID Card Issued by State or outlying possession of the U.S. provided it contains a photograph or information such as name, DoB, gender, height, eye color, and address.

- (3pts.) School ID Card with a photograph

- (3pts.) Voter's Registration Card

- (3pts.) Military ID Card or Military Dependent's ID

- (3pts.) U.S. Coast Guard Merchant Mariner Card

- (3pts.) Native American Tribal Document

- (3pts.) Driver's license issued by a Canadian government authority

AND

LIST C

Documents that Establish Employment Authorization
(Select ONE)

- (1pts.) A Social Security Account Number Card, unless the card includes one of the following:

1. NOT VALID FOR EMPLOYMENT
1. VALID FOR WORK ONLY WITH INS AUTHORIZATION
1. VALID FOR WORK ONLY WITH DHS AUTHORIZATION

- (1pts.) Birth Certificate issued by the Dept. of State (Forms DS-1350, FS-545, FS-240)

- (1pts.) Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the U.S. bearing an official seal

- (1pts.) Native American Tribal Document

- (1pts.) U.S. Citizen ID

- (1pts.) ID Card for Use of Resident Citizen in the United States (Form I-179)

- (1pts.) Employment authorization document issued by DHS