



IMPLEMENTATION OF THE IMMIGRATION REFORM AND CONTROL ACT OF 1986 FOR ALL ACADEMIC AND NONACADEMIC EMPLOYEES

Attachment I

U.S. Department of Justice Immigration and Naturalization Service

OMB No. 1115-0136 Employment Eligibility Verification

Please read instructions carefully before completing this form. The instructions must be available during completion of this form. ANTI-DISCRIMINATION NOTICE. It is illegal to discriminate against work eligible individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because of a future expiration date may also constitute illegal discrimination.

Section 1. Employee Information and Verification. To be completed and signed by employee at the time employment begins.

Form with fields for Print Name (Last, First, Middle Initial, Maiden Name), Address (Street Name and Number, Apt. #, City, State, Zip Code), Date of Birth (month/day/year), Social Security #, and a signature section with a date field.

Preparer and/or Translator Certification. (To be completed and signed if Section 1 is prepared by a person other than the employee.) I attest, under penalty of perjury, that I have assisted in the completion of this form and that to the best of my knowledge the information is true and correct..

Form with fields for Preparer/Translator's Signature, Print Name, and Date (month/day/year).

Section 2. Employer Review and Verification. To be completed and signed by employer. Examine one document from List A OR examine one document from List B and one from List C as listed on the reverse of this form and record the title, number and expiration date, if any, of the document(s).

Table with columns for List A, O R, List B, AND, and List C. Fields include Document title, Issuing authority, Document #, and Expiration Date (if any).

CERTIFICATION - I attest, under penalty of perjury, that I have examined the document(s) presented by the above-named employee, that the above-listed document(s) appear to be genuine and to relate to the employee named, that the employee began employment on (month/day/year) \_\_\_/\_\_\_/\_\_\_ and that to the best of my knowledge the employee is eligible to work in the United States. (State employment agencies may omit the date the employee began employment).

Form with fields for Signature of Employer or Authorized Representative, Print Name, Title, Business or Organization Name, Address (Street Name and Number, City, State, Zip Code), and Date (month/day/year).

Section 3. Updating and Reverification. To be completed and signed by employer.

Form with fields for A. New Name (if applicable), B. Date of rehire (month/day/year) (if applicable), C. If employee's previous grant of work authorization has expired, provide the information below for the document that establishes current employment eligibility. Document Title, Document #, Expiration Date (if any). Includes a signature section with a date field.

LISTS OF ACCEPTABLE DOCUMENTS

LIST A  
Documents that Establish Both Identity and  
Employment Eligibility

1. U.S. Passport (unexpired or expired)
2. Certificate of U.S. Citizenship  
(INS Form N-560 or N-561)
3. Certificate of Naturalization  
(INS Form N-550 or N-570)
4. Unexpired foreign passport, with I-551 stamp or attached INS Form I-94 indicating unexpired employment authorization
5. Alien Registration Receipt Card with photograph  
(INS Form I-151 or I-551)
6. Unexpired Temporary Resident Card  
(INS Form I-688A)
7. Unexpired Employment Authorization Card  
(INS Form I-688)
8. Unexpired Reentry Permit  
(INS Form I-327)
9. Unexpired Refugee Travel Document  
(INS Form I-571)
10. Unexpired Employment Authorization Document issued by the INS which contains a photograph  
(INS Form I-688B)

OR

LIST B  
Documents that Establish Identity

1. Driver's license or ID card issued by a state or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, sex, height, eye color, and address
2. ID card issued by federal, state, or local government agencies or entities provided it contains a photograph or information such as name, date of birth sex, height, eye color, and address
3. School ID card with a photograph
4. Voter's registration card
5. U.S. Military card or draft record
6. Military dependent's ID card
7. U.S. Coast Guard Merchant Mariner Card
8. Native American tribal document
9. Driver's license issued by a Canadian government authority

For persons under age 18 who are unable to present a document listed above:

10. School record or report card
11. Clinic, doctor, or hospital record
12. Day-care or nursery school record

AND

LIST C  
Documents that Establish  
Employment Eligibility

1. U.S. social security card issued by the Social Security Administration (other than a card stating it is not valid for employment)
2. Certification of Birth Abroad issued by the Department of State (Form FS-545 or Form DS-1350)
3. Original or certified copy of a birth certificate issued by a state, county, municipal authority or outlying possession of the United States bearing an official seal
4. Native American tribal document
5. U.S. Citizen ID Card (INS Form I-197)
6. ID Card for use of Resident Citizen in the United States (INS Form I-179)
7. Unexpired employment authorization document issued by the INS (other than those listed under List A)

Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274)