

ATTENTION CREIGHTON STUDENT EMPLOYEES: The Federal I-9 Employment Eligibility Verification form is required at time of hire for all new or inactive employees, including all university funded student employees and Federal Work Study students.

Students must show ORIGINAL documents to Creighton University staff prior to starting employment. Listed below are acceptable documents that prove your identity and your eligibility to work in the US. Note that List A stands alone, but List B must be in combination with List C.

Go here to view I-9 form: <http://www.uscis.gov/files/form/I-9.pdf>

No photocopies or faxes please. Original documents only. I-9 Requirement must be completed at time of hire. It's the law.

<p>One document from this list (A) will satisfy the I-9 requirement</p>	<p>One document from this list (B) in combination with one document from list C will satisfy the I-9 requirement</p>	
<p>LIST A</p>	<p>LIST B AND >>>>></p>	<p>LIST C</p>
<p>1. U.S. Passport (unexpired or expired)</p>	<p>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, gender, height, eye color and address</p>	<p>1. U.S. Social Security card issued by the Social Security Administration (<i>other than a card stating it is not valid for employment</i>)</p>
<p>2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)</p>	<p>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, gender, height, eye color and address</p>	<p>2. Certification of Birth Abroad issued by the Department of State (<i>Form FS-545 or Form DS-1350</i>)</p>
<p>3. An unexpired foreign passport with a temporary I-551 stamp</p>	<p>3. School ID card with a photograph</p>	<p>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</p>
<p>4. An unexpired Employment Authorization Document that contains a photograph (Form I-766, I-688, I-688A, I-688B)</p>	<p>4. Voter's registration card</p>	<p>4. Native American tribal document CONTINUED ON NEXT PAGE</p>

<p>5. An unexpired foreign passport with an unexpired Arrival-Departure Record, Form I-94, bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status, if that status authorizes the alien to work for the employer.</p>	<p>5. U.S. Military card or draft record</p>	<p>5. U.S. Citizen ID Card (<i>Form I-197</i>)</p>
	<p>6. Military dependent's ID card</p>	<p>6. ID Card for use of Resident Citizen in the United States (<i>Form I-179</i>)</p>
	<p>7. U.S. Coast Guard Merchant Mariner Card</p>	<p>7. Unexpired employment authorization document issued by DHS (<i>other than those listed under List A</i>)</p>
	<p>8. Native American tribal document</p>	
	<p>9. Driver's license issued by a Canadian government authority</p>	
	<p>For persons under age 18 who are unable to present a document listed above:</p>	
	<p>10. School record or report card</p>	
	<p>11. Clinic, doctor or hospital record</p>	
	<p>12. Day-care or nursery school record</p>	