



my E-Verify

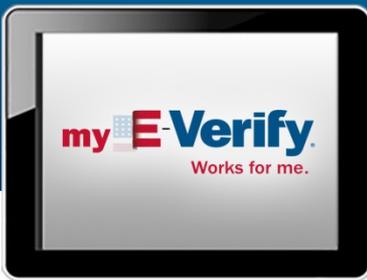
Works for me.



U.S. Citizenship
and Immigration
Services



Form I-9



▶ START HERE. 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-authorized individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because the documentation presented has a future expiration date may also constitute illegal discrimination.

Section 1. Employee Information and Attestation (Employees must complete and sign Section 1 of Form I-9 no later than the first day of employment, but not before accepting a job offer.)

Last Name (Family Name) First Name (Given Name) Middle Initial Other Names Used (if any)

Address (Street Number and Name) Apt. Number City or Town State Zip Code

Date of Birth (mm/dd/yyyy) U.S. Social Security Number E-mail Address Telephone Number

I am aware that federal law provides for imprisonment and/or fines for false statements or use of false documents in connection with the completion of this form.

I attest, under penalty of perjury, that I am (check one of the following):

A citizen of the United States

A noncitizen national of the United States (See instructions)

A lawful permanent resident (Alien Registration Number/USCIS Number: _____)

An alien authorized to work until (expiration date, if applicable, mm/dd/yyyy) _____, Some aliens may write "N/A" in this field. (See instructions)

For aliens authorized to work, provide your Alien Registration Number/USCIS Number OR Form I-94 Admission Number:

1. Alien Registration Number/USCIS Number _____

OR

2. Form I-94 Admission Number: _____

If you obtained your admission number from CBP in connection with your arrival in the United States, include the following:

Foreign Passport Number: _____

Country of Issuance: _____

Some aliens may write "N/A" on the Foreign Passport Number and Country of Issuance fields. (See instructions)

Signature of Employee: _____ Date (mm/dd/yyyy): _____

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.

Signature of Preparer or Translator: _____ Date (mm/dd/yyyy): _____

Last Name (Family Name) First Name (Given Name)

Address (Street Number and Name) City or Town State Zip Code

Form I-9 03/08/13 N Employer Completes Next Page

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Section 2. Employer or Authorized Representative Review and Verification

(Employers or their authorized representative must complete and sign Section 2 within 3 business days of the employee's first day of employment. You must physically examine one document from List A OR examine a combination of one document from List B and one document from List C as listed on the "Lists of Acceptable Documents" on the next page of this form. For each document you review, record the following information: document title, issuing authority, document number, and expiration date, if any.)

Employee Last Name, First Name and Middle Initial from Section 1: _____

Identify and Employment Authorization	OR	List B Identity	AND	List C Employment Authorization
Document Title: _____		Document Title: _____		Document Title: _____
Issuing Authority: _____		Issuing Authority: _____		Issuing Authority: _____
Document Number: _____		Document Number: _____		Document Number: _____
Expiration Date (if any)(mm/dd/yyyy): _____		Expiration Date (if any)(mm/dd/yyyy): _____		Expiration Date (if any)(mm/dd/yyyy): _____
Document Title: _____				
Issuing Authority: _____				
Document Number: _____				
Expiration Date (if any)(mm/dd/yyyy): _____				
Document Title: _____				
Issuing Authority: _____				
Document Number: _____				
Expiration Date (if any)(mm/dd/yyyy): _____				

3-D Barcode
Do Not Write in This Space

Certification

I attest, under penalty of perjury, that (1) I have examined the document(s) presented by the above-named employee, (2) the above-listed document(s) appear to be genuine and to relate to the employee named, and (3) to the best of my knowledge the employee is authorized to work in the United States.

The employee's first day of employment (mm/dd/yyyy): _____ (See instructions for exemptions.)

Signature of Employer or Authorized Representative _____ Date (mm/dd/yyyy): _____ Title of Employer or Authorized Representative _____

Last Name (Family Name) First Name (Given Name) Middle Initial _____

Employee's Business or Organization Name _____

Employee's Business or Organization Address (Street Number and Name) City or Town State Zip Code

Section 3. Reverification and Rehires (To be completed and signed by employer or authorized representative.)

A. New Name (if applicable) Last Name (Family Name) First Name (Given Name) Middle Initial _____ B. Date of Rehire (if applicable) (mm/dd/yyyy) _____

C. If employee's previous grant of employment authorization has expired, provide the information for the document from List A or List C the employee presented that establishes current employment authorization in the space provided below.

Document Title: _____ Document Number: _____ Expiration Date (if any)(mm/dd/yyyy): _____

I attest, under penalty of perjury, that to the best of my knowledge, this employee is authorized to work in the United States, and if the employee presented document(s), the document(s) I have examined appear to be genuine and to relate to the individual.

Signature of Employer or Authorized Representative: _____ Date (mm/dd/yyyy): _____ Print Name of Employer or Authorized Representative: _____

Form I-9 03/08/13 N Page 8 of 9

E-Verify



- Electronically verifies the employment eligibility of
 - Newly hired employees
 - Existing employees assigned to work on a qualifying federal contract
- Free web-based service
- Fast and easy to use
- Partnership between the U.S. Department of Homeland Security (DHS) and the Social Security Administration (SSA)



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myE-Verify Features



LEARN MORE

myE-Verify



YOUR WORK ELIGIBILITY

Self Check



PROTECT YOUR SSN

Self Lock



USEFUL INFORMATION

Resource Center



MONITOR YOUR INFORMATION

Case History



TRACK YOUR CASE STATUS

Case Tracker



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Comparison Chart

Comparison Points	E-Verify	myE-Verify
Clientele	U.S. Businesses	U.S. Workers
Purpose	Verify employment eligibility of U.S. workers	One-stop shop for employees to participate in the E-Verify process
System Access	<ul style="list-style-type: none"> Employer enrollment process User account login 	<ul style="list-style-type: none"> Account Creation 2-factor authentication login
Legislative Mandates	<ul style="list-style-type: none"> Voluntary federal program, required for certain federal contractors Some states require usage 	<ul style="list-style-type: none"> Voluntary
Website and Resource availability	50 states and U.S. territories	50 states and U.S. territories
Account availability	50 states and U.S. territories	50 states and U.S. territories



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Self Check



- Confirm your own employment authorization
- Does **not** take the place of the employer's E-Verify case
- Employers **must not** require employees or job seekers to use Self Check
- First step in creating a secure myE-Verify account



Self CheckTM



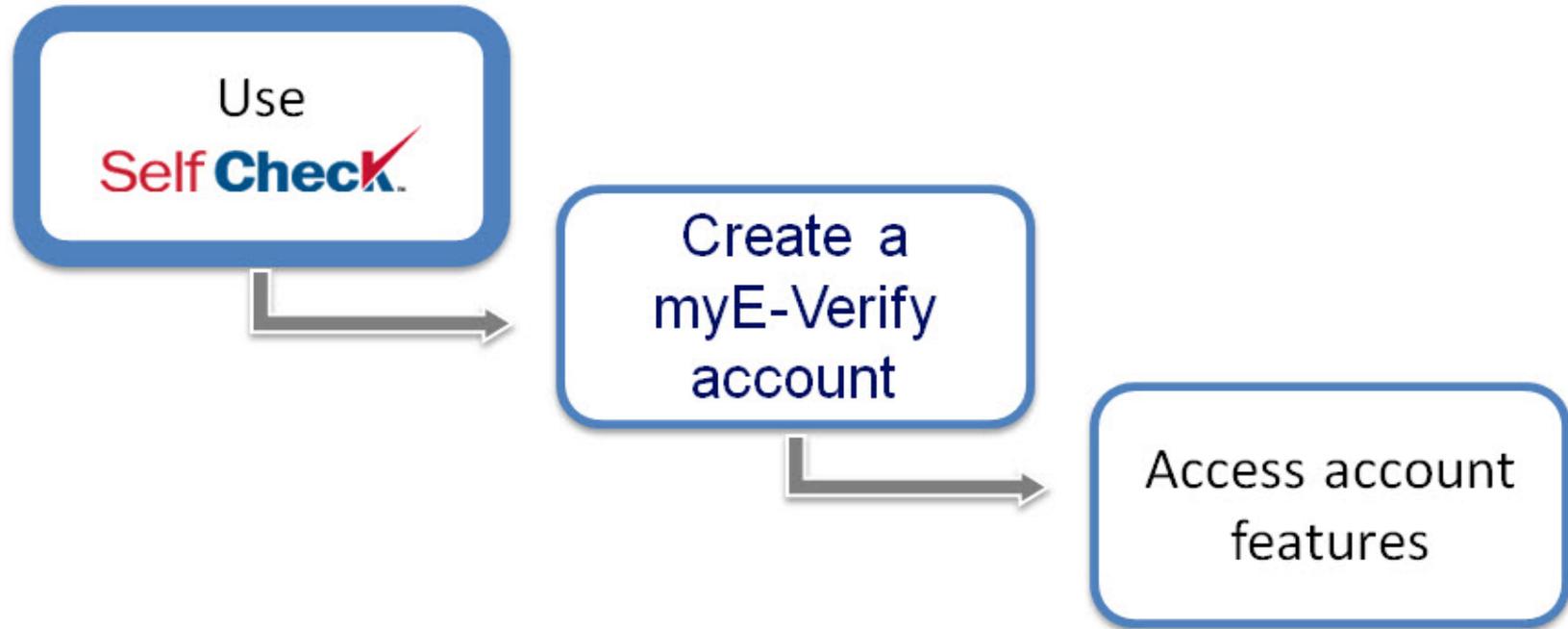
Self Check Process



U.S. Citizenship and Immigration Services



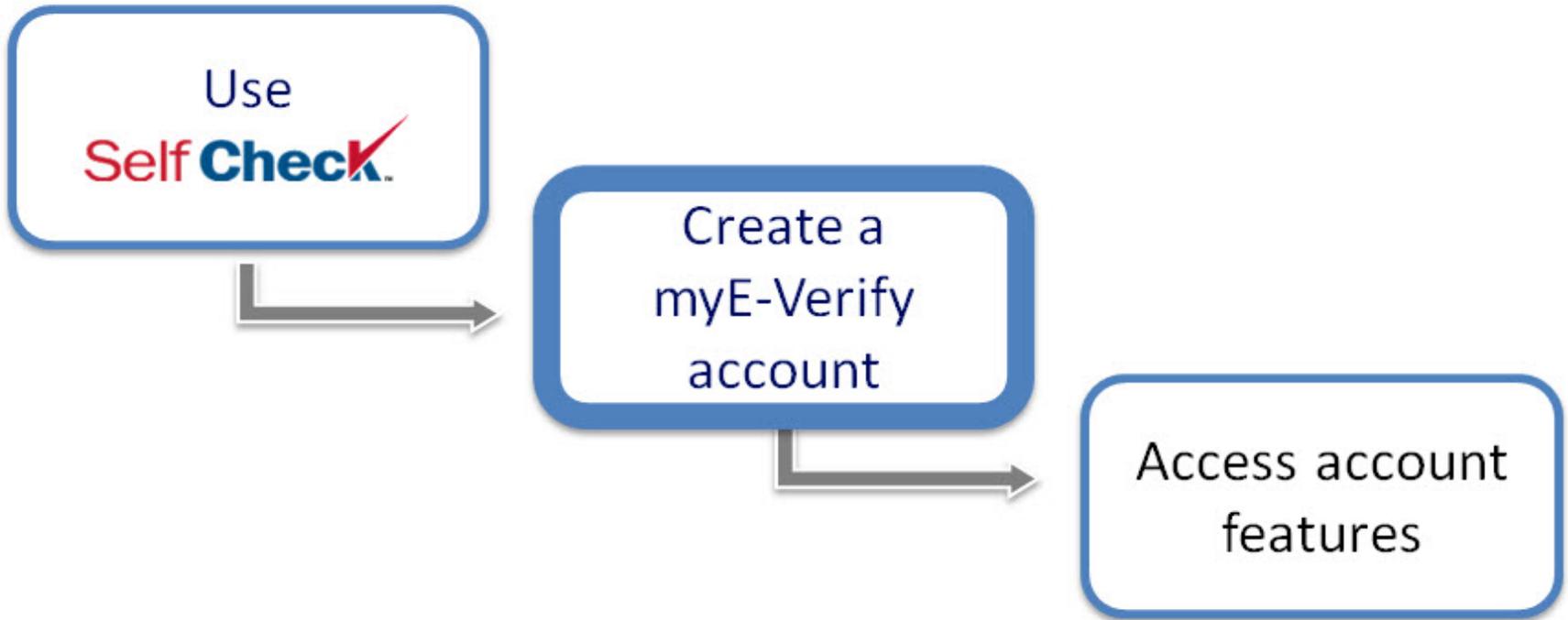
Account process: Step 1



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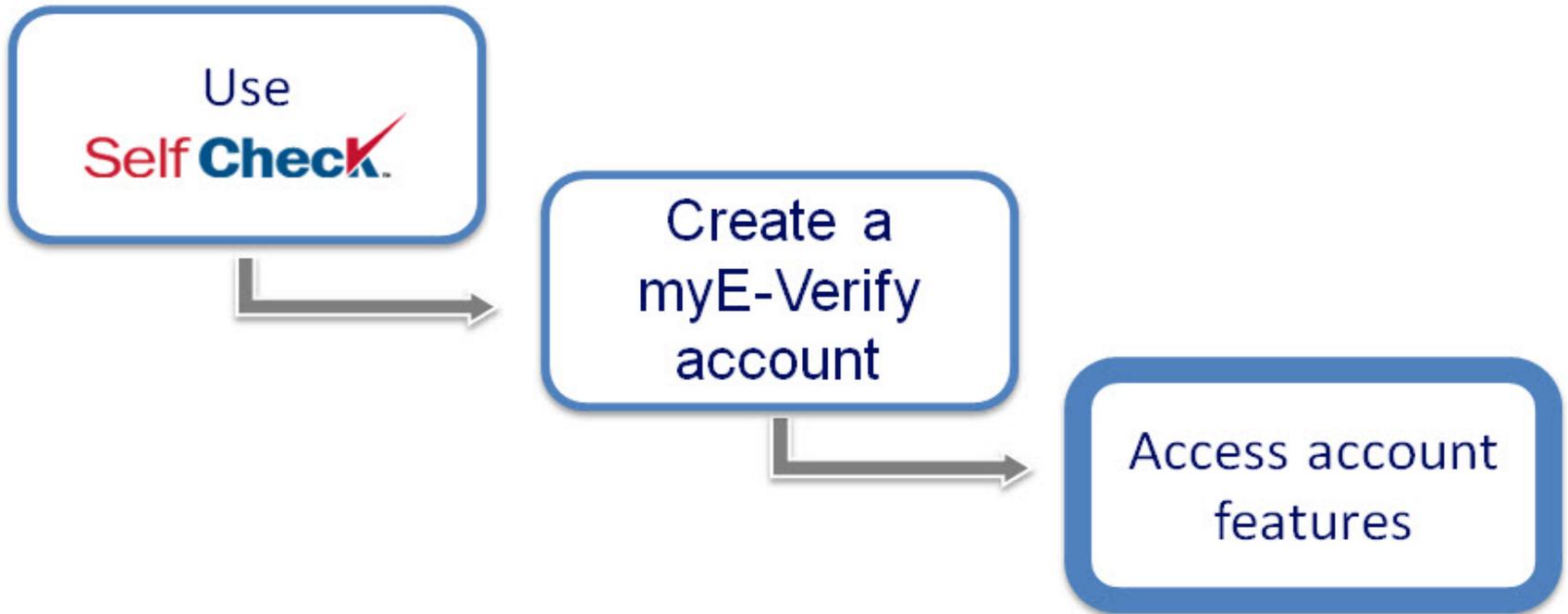
Account process: Step 2



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Account process: Step 3



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myE-Verify Account Creation

1 Create Username & Password

2 Select Security Questions

3 Verify Passcode Delivery Methods

4 Pass ID Proofing Quiz

myE-Verify Passcode:

- 6 digit number
- Used one time
- Verify you have access to email and a telephone number

myE-Verify accounts are available in all 50 states, the District of Columbia, Guam, Puerto Rico, the U.S. Virgin Islands, and the Commonwealth of the Northern Mariana Islands (CNMI).





Login Process

Step 1. Enter User Name and Password

Welcome to myE-Verify Accounts Ver en Español

Log In

Username or Email [?]

 Remember my username

Password [?]

[Forgot your password?](#)

Basic Features Use these features without logging in

Self Check
Confirm your employment authorization status

Case Tracker
Track your E-Verify case status

About myE-Verify
Learn more about myE-Verify accounts and features

Account Features Log in or sign up to use these features

Self Lock
Control the use of your Social Security number in E-Verify and Self Check from within your myE-Verify account

Case History
See past use of your Social Security number in E-Verify

Account Management
Manage contact information, passwords, and more



U.S. Citizenship and Immigration Services



Login: One-Time Passcode

Where Should We Send the One-time Passcode?

To complete your login, select one of the delivery methods you established when you set up your account from the options below. You will be required to enter a one-time passcode each time you log into your account.

** Using a telephone to receive your one-time passcode is the most secure delivery method.*

- Send me a text message to the telephone number (xxx)xxx- [redacted].
** Text-messaging rates may apply.*
- Call me at the telephone number (xxx)xxx- [redacted] to tell me the one-time passcode.
- Send me an email to the address [redacted].



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Login: Enter Passcode

Where Should We Send the One-time Passcode?

To do this, you set up your account
from the time you log into your
account. * Use the method.
method.

Enter One-Time Passcode

A one-time passcode was sent to the delivery method you selected. Enter the one-time passcode in the box below.

Keep in mind that emails may be delivered to your Spam Email folder.

One-Time Passcode ⓘ

Time remaining: 04:11

[I do not have a delivery method.](#)

[Cancel](#) [Send New One-Time Passcode](#) [Submit](#)

[Cancel Login](#) [Send One-Time Passcode](#)



U.S. Citizenship and Immigration Services



Home Screen

Home

- About myE-Verify
- Self Lock
- Case History
- Case Tracker
- Self Check
- Account Management
- Logout

Home Ver en Español

Welcome, welcome to your personal myE-Verify account!

You can use this account to lock or unlock your Social Security number (SSN) in E-Verify, track your case status, see past uses of your SSN, and manage your myE-Verify account.

Account Features

 <p>Self Lock Status: Locked Control the use of your Social Security number in E-Verify and Self Check</p> <p style="background-color: #008000; color: white; padding: 5px; margin-top: 10px; text-align: center;">Manage Self Lock</p>	 <p>Case History See past use of your Social Security number in E-Verify</p> <p style="background-color: #008000; color: white; padding: 5px; margin-top: 10px; text-align: center;">View History</p>	 <p>Account Management Manage contact information, passwords, and more</p> <p style="background-color: #008000; color: white; padding: 5px; margin-top: 10px; text-align: center;">Manage Account</p>
 <p>Case Tracker Track your E-Verify case status</p> <p style="background-color: #008000; color: white; padding: 5px; margin-top: 10px; text-align: center;">Track Case</p>	 <p>Self Check Confirm your employment eligibility status</p> <p style="background-color: #008000; color: white; padding: 5px; margin-top: 10px; text-align: center;">Start Self Check</p>	 <p>About myE-Verify Learn more about myE-Verify accounts and features</p> <p style="background-color: #008000; color: white; padding: 5px; margin-top: 10px; text-align: center;">Learn More</p>



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Self Lock



Your SSN is currently unlocked



Your SSN is currently locked

Locked On: Dec 1, 2014

Lock Expires: Dec 1, 2015

- Prevent your SSN from being used by others for work authorization in E-Verify and Self Check
 - Self Lock expires after one year, but can be extended
 - Self Lock applies to E-Verify and Self Check only
- Will result in a DHS Tentative Nonconfirmation if used in E-Verify



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Case History



Social Security number history from:

- E-Verify
- Self Check

Case History

Welcome to the E-Verify Case History feature. Using this feature is like monitoring your credit report; it shows you when your information was used in E-Verify or Self Check. If you are interested in proactively blocking the use of your Social Security number (SSN) in E-Verify, check out the Self Lock feature on your account homepage.

Getting your E-Verify Case History report is easy. Just provide the information below and click the **Get My Report** button. The SSN and date of birth provided must match the information you entered during account set up.

All boxes marked with a red asterisk (*) are required in order to continue.

* Social Security number (SSN)

- -

* Date of Birth

Here is a sample of the information you will see if you run an E-Verify Case History report:

Date	Case Type	Company Name	State	Result	Case Verification Number
Jul 2, 2013	E-Verify	Arvin	VA	Successful	20130010101AA
Mar 13, 2013	Self Check	Arvin	VA	Successful	20130010101AB
Jan 22, 2013	Self Check	Arvin	VA	Unsuccessful	20130010101AC
Nov 5, 2010	E-Verify	Premier Anvil Services, LLC	VA	Cancelled by Employer	20130010101AD

[Return Home](#) [Get My Report](#)

U.S. Department of Homeland Security : dhs.gov U.S. Citizenship and Immigration Offices : uscis.gov
OMB Contact No. : 1615-0117
Expiration Date: 7/31/2017
Privacy Policy

Accessibility
Plugins
Adobe Reader





Case History Results

Date	Case Type	Company Name	State	Result	Case Verification Number
Jul 2, 2013	E-Verify	Premier Anvil Services, LLC	VA	Cancelled by Employer	2013001010101AA
Mar 13, 2013	Check	Premier Anvil Services, LLC	VA	Unsuccessful	2013001010101AB
Jan 22, 2013	Check	Premier Anvil Services, LLC	VA	Unsuccessful	2013001010101AC
Nov 5, 2010	E-Verify	Premier Anvil Services, LLC	VA	Cancelled by Employer	2013001010101AD

SAMPLE



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Case Tracker



Track the status of your E-Verify case.

[Case Tracker](#)

The screenshot shows the myE-Verify Case Tracker web page. At the top, there is a header with the myE-Verify logo and the logos for the U.S. Department of Homeland Security and the Social Security Administration. On the left, a navigation menu includes 'Home', 'About myE-Verify', 'Case Tracker' (which is highlighted), and 'Self Check'. The main content area is titled 'Track My Case' and contains a welcome message, instructions on how to use the tracker, and a form for entering the Case Verification Number. Below the form, there are links for 'DHS Further Action Notice' and 'SSA Further Action Notice'. At the bottom right, there are 'Return Home' and 'Submit' buttons.

myE-Verify

U.S. DEPARTMENT OF HOMELAND SECURITY | SOCIAL SECURITY ADMINISTRATION

Home

About myE-Verify

Case Tracker

Self Check

Track My Case

Welcome to the myE-Verify Case Tracker. You can track the status of your E-Verify case.

Enter your Case Verification Number below to track the status of your case.

All boxes marked with a red asterisk (*) are required in order to continue.

* **Case Verification Number** ⓘ

Where to find my Case Verification Number:
Your Case Verification Number can be found on the Further Action Notice provided by your employer. Click below for a sample Further Action Notice.

[DHS Further Action Notice](#)

[SSA Further Action Notice](#)

Return Home Submit





Case Tracker Results

1. Employment Authorization Confirmed
2. DHS Verification in Process
3. SSA Tentative Nonconfirmation
4. DHS Tentative Nonconfirmation
5. Employer Action Required
6. Employment Authorization Not Confirmed
7. Case Referred to SSA
8. Your employer has referred your case to DHS



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Attendance Poll

PLEASE RESPOND TO THE POLL
QUESTION THAT WILL POP UP ON YOUR
SCREEN.



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USCIS Spanish Website

Español | Blog | About USCIS | Archive | Get Email Updates

A-Z Index | Contact Us



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What are you searching for?

FORMS | NEWS | CITIZENSHIP | GREEN CARD | TOOLS | LAWS



Home > myE-Verify

Share This Page | Get Email | Print

myE-Verify

About myE-Verify

Create an Account

Self Check

Self Lock

Case History

Case Tracker

Resource Center

Questions and Answers

Contact myE-Verify





myE-Verify Spanish Accounts

All myE-Verify features are available in Spanish

Welcome to myE-Verify Accounts [Ver en Español](#)



Log In

Username or Email [?](#)

Remember my username

Password [?](#)

Log In

[Forgot your password?](#)

Basic Features Use these features without logging in



Self Check
Confirm your employment authorization status



Case Tracker
Track your E-Verify case status



About myE-Verify
Learn more about myE-Verify accounts and features

Account Features Log in or sign up to use these features



Self Lock
Control the use of your Social Security number in E-Verify and Self Check from within your myE-Verify account



Case History
See past use of your Social Security number in E-Verify



Account Management
Manage contact information, passwords, and more



U.S. Citizenship and Immigration Services



Resource Center

Know your role and your rights

- [Toolkit for Employee Rights](#)
- [Privacy is our commitment](#)
- [Your Rights with myE-Verify](#)
- [Employee's Responsibilities](#)

Additional Resources

- [Identity Theft](#)
- [Foreign language resources](#)



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Disclaimer



Immigration law can be complex and it is not possible to describe every aspect of the process.

This presentation provides basic information to help you become generally familiar with rules and procedures.

For more information on the law and regulations please see our Web site: www.dhs.gov/E-Verify.



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Contact



E-mail:

myeverify@uscis.dhs.gov

EverifySelfCheck@dhs.gov

myE-Verify and Self Check Customers:

1-855-804-0296

Visit:

English www.uscis.gov/myE-Verify

Spanish www.uscis.gov/es/mye-verify



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