

ACCEPTABLE IDENTITY AND U.S. CITIZENSHIP DOCUMENTATION FOR ORIENTATION CHECK-IN

Candidates must provide either one form of ID from List A or one form of ID from List B and one form of ID from List C

ACCEPTABLE STANDALONE DOCUMENTS	ACCEPTABLE DOCUMENT PAIRS			
LIST A - Documents that Establish Identity <u>and</u> U.S. Citizenship/Nationality	LIST B - Documents that Establish Identity Only	AND	LIST C - Documents that Establish U.S. Citizenship Only	
Unexpired U.S. Passport Book issued by the U.S. Department of State*	Valid Driver's License issued by a state or outlying possession of the United States provided that it contains a signature and a photograph		AND	Certified Copy of the Birth Certificate issued by the city, county, or state****
U.S. Certificate of Citizenship (Form N-560 or N-561) issued by U.S. Citizenship and Immigration Services (USCIS) provided that the photograph is <u>less than 10 years old</u> **	Valid ID Card issued by a state or outlying possession of the United States provided that it contains a signature and a photograph			Consular Report of Birth Abroad (FS-240) issued by the U.S. Department of State**
U.S. Certificate of Naturalization (Form N-550 or N-570) issued by U.S. Citizenship and Immigration Services (USCIS) provided that the photograph is <u>less than 10 years old</u> **	Identification Card for Use of Resident Citizen in the United States (Form I-179) issued by the former Immigration and Naturalization Service (INS)			Certification of Report of Birth (Form DS-1350) issued by the U.S. Department of State
Unexpired Enhanced Driver's License (EDL) issued by a state or outlying possession of the United States provided that it contains a signature and a photograph	U.S. Citizen Identification Card (Form I-197) issued by the former Immigration and Naturalization Service (INS)			Certification of Birth Abroad (Form FS-545) issued by the U.S. Department of State
Unexpired Enhanced ID Card (EID) issued by a state or outlying possession of the United States provided that it contains a signature and a photograph	Current U.S. Coast Guard (USCG) Merchant Mariner Credential			U.S. Certificate of Citizenship (Form N-560 or N-561) issued by U.S. Citizenship and Immigration Services (USCIS) if the photograph is <u>10 or more years old</u> **
	Current Military ID (Form DD-2 or DD-1173) issued by the U.S. Department of Defense (DoD) provided that it contains a signature and a photograph***	U.S. Certificate of Naturalization (Form N-550 or N-570) issued by U.S. Citizenship and Immigration Services (USCIS) if the photograph is <u>10 or more years old</u> **		
<p>NOTE: If the name on your birth certificate does not match the name on your photo ID, you must provide documentation of a legal name change through a marriage certificate, divorce decree, or court order for a name change.</p>				

OR

*Citizens of American Samoa, including Swains Island, or the Commonwealth of the Northern Mariana Islands (CNMI) who are Non-Citizen U.S. Nationals must present a current U.S. Passport with endorsement Code 09, which states "THE BEARER IS A UNITED STATES NATIONAL AND NOT A UNITED STATES CITIZEN." The Department of State confers Certificates of Non-Citizen Nationality by this method. Unfortunately, the Passport Card cannot be accepted since the bearer's signature is not visible on the card.

**As of November 7, 2007, the U.S. Certificate of Citizenship and U.S. Certificate of Naturalization were removed from the list of acceptable documents on the I-9 – Employment Eligibility Verification Form to make it more consistent with the regulations governing the verification process. Nor is the Consular Report of Birth Abroad (FS-240) included on the I-9 form. Therefore, candidates who present these forms of identification as proof of U.S. Citizenship will need to provide alternative forms of identification in order to establish their eligibility to work in the United States.

***The DoD also issues the Common Access Card (CAC), which resembles the Personal Identity Verification (PIV) cards issued to employees and contractors in other Federal departments. Unfortunately, the CAC cannot be accepted since the bearer's signature is not visible on the card.

****A certified copy of a birth certificate must include: (1) the full name of the candidate; (2) the full names of the candidate's parent(s); (3) the date of birth; (4) the place of birth; (5) the raised, embossed, impressed or multicolored seal of the issuing authority; (6) the registrar's signature, and (7) the date the certificate was filed with the registrar's office, which must be within one (1) year of the person's date of birth. The Government of Puerto Rico passed a law that went into effect on October 30, 2010 that invalidated all Puerto Rican birth certificates that were issued prior to July 1, 2010. As of October 30, 2010, only Puerto Rican birth certificates that were issued on or after July 1, 2010 can be accepted as proof of U.S. Citizenship. In addition, certified copies of birth certificates issued by the Hudson County Office of Vital Statistics in New Jersey for individuals born prior to January 1, 1965 are invalid and cannot be accepted.