2456 – Immigration Law Compliance

In compliance with the Immigration Reform and Control Act of 1986, each new or rehired employee (regardless of classification, i.e., full-time part-time, student, etc.), as a condition of employment, must complete the Employment Eligibility Verification Form I-9 and present necessary and required documentation establishing identity and employment eligibility.

Employees with questions or seeking more information on immigration law issues are encouraged to contact the Office of Human Resources.

Contact(s): Director of Human Resources

Related Form(s): Form I-9

References: U.S. Citizenship and Immigration Services: I-9, Employment Eligibility Verification

Relevant Policy or Procedure(s): 1440 – Employee Paperwork

Approved by: President

Date: 7/8/02

Revision(s): 10/16/07; 10/21/19 (minor revision)