

Revised Form I-9 Now Available

USCIS released a revised version of <u>Form I-9</u>, <u>Employment Eligibility Verification</u>, on July 17. Instructions for how to download Form I-9 are available on the Form I-9 page. Employers can use this revised version or continue using Form I-9 with a revision date of 11/14/16 N through Sept. 17. On Sept. 18, employers must use the revised form with a revision date of 07/17/17 N. Employers must continue following existing <u>storage and retention rules</u> for any previously completed Form I-9.

Revisions to the Form I-9 instructions:

- We changed the name of the Office of Special Counsel for Immigration-Related Unfair Employment Practices to its new name, Immigrant and Employee Rights Section.
- We removed "the end of" from the phrase "the first day of employment."

Revisions related to the List of Acceptable Documents on Form I-9:

- We added the Consular Report of Birth Abroad (Form FS-240) to List C. Employers completing Form I-9 on a computer will be able to select Form FS-240 from the drop-down menus available in List C of Sections 2 and 3. E-Verify users will also be able to select Form FS-240 when creating a case for an employee who has presented this document for Form I-9.
- We combined all the certifications of report of birth issued by the Department of State (Form FS-545, Form DS-1350, and Form FS-240) into selection C #2 in List C.
- We renumbered all List C documents except the Social Security card. For example, the employment authorization document issued by the Department of Homeland Security on List C changed from List C #8 to List C #7.

We included these changes in the revised <u>Handbook for Employers: Guidance for Completing Form I-9</u> (M-274), which is also easier for users to navigate.

Last Reviewed/Updated: 07/17/2017