

The purpose of this form is to record that the required documents were examined to verify eligibility. Check item examined: only one document per eligibility criteria is required to document **For each document examined show document date, document number, (Doc. # ) issuer, and source, as applicable.** See DWD Guide to WIOA Eligibility & Documentation for complete list of acceptable documents.

Participant Name: \_\_\_\_\_ PIN: \_\_\_\_\_

**1. Date of Birth:**

- ☐ Birth Certificate\* Doc. # \_\_\_\_\_
- ☐ DD-214 (Report of Transfer or Discharge) Doc. # \_\_\_\_\_
- ☐ Driver's License \_\_\_\_\_ State: \_\_\_\_\_ Expiration Date \_\_\_\_\_
- ☐ Passport (unexpired) Doc. # \_\_\_\_\_ Expiration Date: \_\_\_\_\_
- ☐ Picture ID Card\* Doc. # \_\_\_\_\_
- ☐ School record or ID Card Doc. # \_\_\_\_\_
- ☐ Other (describe): \_\_\_\_\_ Doc. # \_\_\_\_\_

**2. Residence:**

- ☐ Driver's License \_\_\_\_\_ State: \_\_\_\_\_ Expiration Date \_\_\_\_\_
- ☐ ID Card \_\_\_\_\_ (must include expiration date)
- ☐ Letter/document addressed to applicant Doc. # \_\_\_\_\_
- ☐ Other (describe): \_\_\_\_\_ Doc. # \_\_\_\_\_

**3. Eligible to Work in United States:** ☐ Yes ☐ No (See I-9)

- ☐ Birth Certificate\* Doc. # \_\_\_\_\_
- ☐ Certificate of Naturalization (Form N-550 or N-570) Doc. # \_\_\_\_\_
- ☐ Citizenship Record\*(Form N-560 or N-61) Doc. # \_\_\_\_\_
- ☐ Driver's License \_\_\_\_\_ State: \_\_\_\_\_ Expiration Date \_\_\_\_\_  
(must have a state license number)\* (must include expiration date & must be used in addition to SSN Card)\*
- ☐ Immigrant/Resident Alien Card with photo\* (Form I-151 or I-507) \_\_\_\_\_ Expiration Date: \_\_\_\_\_
- ☐ Passport\*(unexpired) Doc.# \_\_\_\_\_ Expiration Date: \_\_\_\_\_
- ☐ Social Security Card\* (must be used in addition to a Driver's License) Doc. # \_\_\_\_\_
- ☐ Unexpired Foreign Passport with I-551 Stamp - Expiration Date Doc. #:
- ☐ US unexpired Employment Authorization Card (Form I-688A) Doc. # \_\_\_\_\_ Expiration Date: \_\_\_\_\_
- ☐ Other (describe): \_\_\_\_\_ Doc. # \_\_\_\_\_

**4. Social Security Number:**

- ☐ Social Security Card\* (not a letter stating person applied for a card) Doc. # \_\_\_\_\_
- ☐ Pay Check Stub Doc. # \_\_\_\_\_
- ☐ Tax Form Doc. # \_\_\_\_\_
- ☐ Other (describe): \_\_\_\_\_ Doc. # \_\_\_\_\_

**5. Selective Service Number:**

- ☐ DD-214 (Report of Transfer or Discharge) Doc. # \_\_\_\_\_
- ☐ Card Doc. # \_\_\_\_\_
- ☐ Internet ( <http://www.sss.gov> )

**6. Veteran Status:**

- ☐ DD-214 (issued when exiting military service) Doc. # \_\_\_\_\_
- ☐ Eligibility card for VA benefits Doc. # \_\_\_\_\_
- ☐ Other (describe): \_\_\_\_\_ Doc. # \_\_\_\_\_

Documents Examined By: \_\_\_\_\_ Date: \_\_\_\_\_

