

**18.3 IMMIGRATION DOCUMENTS****A. INTRODUCTION**

Identifying an alien's immigration status to determine eligibility for federal programs requires knowledge of immigration documents. This knowledge is needed to understand the person's status and then match that information to alien eligibility guidelines (see 18.4).

Immigration documents should include a reference to the individual's alien number as most aliens are given an "alien" ("A") number by the INS. This number, along with the person's name and date of birth, is used to maintain the alien's immigration status,

Aliens eighteen years or older must have immigration documentation in their possession at all times. Aliens without documentation should be referred to the local INS office (Pittsburgh, Pennsylvania) to request replacement documentation.

**B. EXAMINING INS DOCUMENTS**

1. All alien applicants for entitlement benefits must present original documentation of alien registration which is returned to the alien after viewing. A copy of the documentation must be kept in the case record. Immigration documentation includes, but is not limited to, the following forms. These documents should show the A-Number of the alien, except for Form I-94 which does not always include an A-Number. Some forms, as noted, have expiration dates. These dates should be checked during initial viewing of the documentation.

2. Sources Of Verification Of Alien Status

- |   |         |  |
|---|---------|--|
| * | - I-94  | Arrival/Departure Record (Expires, does not always contain A-Number) |
|   | - I-134 | Affidavit of Support (no longer valid on 12-19-1997)                 |
|   | - I-185 | Canadian Border Crossing Card  |
|   | - I-186 | Mexican Border Crossing Card (limited to area can Travel)            |
| * | - I-179 | U.S. Citizen I.D. Card (last issued February 1974)                   |
| * | - I-197 | U.S. Citizen I.D. Card (issued until April 7, 1983)                  |
|   | - I-210 | Voluntary Departure  |

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- I-221S      Order to Show Cause
- I-327      Reentry Permit (expires)
- I-444      Mexican Border Visitors Permit (limited to states Can Visit)
- I-512      Parole Authorization
- \*    - I-551      Resident Alien Card (commonly known as “green card”)
- \*    - I-551      Unexpired Temporary Stamp in Foreign Passport (or on INS form 1-94)
- \*    - I-571      Refugee Travel Document (expires)
- I-586      Mexican Border Crossing Card (limited to area can Travel)
- I-688      Temporary Resident Card (expires)
- I-688A      Employment Authorization for Legalization Applicants (expires)
- \*    - I-688B      Employment Authorization Document (EAD) (expires)
- \*    - I-766      Employment Authorization Document
- I-797      Family Unity Approval Notice
- \*    - I-864      New Affidavit of Support (effective December 19, 1997)
- \*    - N-550      Certificate of Naturalization
- \*    - N-560      Certificate of Citizenship
- \*    - N-561      Certificate of Citizenship
- \*    - N-570      Certificate of Naturalization
- \*    - Decision Granting Asylum
- \*    - Order Granting Suspension of Deportation

**NOTE:** An \* indicates documentation for qualified aliens.

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- a. Samples for most of these documents with background information and coding keys for documents I-94, I-551, I-151, and I-688B are found in Appendix A.
  - b. Some INS documentation does not contain a photograph of the bearer. When such documentation is presented, the ESW/FSW should ask for an additional identification document that includes a photograph, such as a driver's license or an employee's badge.
3. Methods Of Documenting United States Citizenship

The following are methods for documentation of United States citizenship of applicants when their alien status is questionable.

- Birth certificate,
- Religious document such as a baptismal record, recorded within 3 months of age showing that the ceremony took place in the U.S., or its territories. The document must show either the date of birth or the individuals age at the time the record was made,
- United States passport, (not limited passports, which are issued for periods of less than 5 years),
- Report of Birth Abroad of a Citizen of the U.S. (Form FS-240),
- Certificate of Birth (Form FS-545),
- U.S. Citizen I.D. Card (I-197),
- Naturalization Certificate (N-550 or N-0570),
- Certificate of Citizenship (N-560 or N-561)
- Northern Mariana Identification card (issued by INS to a collectively naturalized citizen of the United States who was born in the Mariana Islands before November 3, 1996),
- Contemporary hospital record of birth in one of the 50 States, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam (on or after April 10, 1899), the United States Virgin Islands (on or after January 17, 1917), American Samoa, Swains Island, or the Northern Mariana Islands (unless the person was born to foreign diplomats residing in such a jurisdiction).

**NOTE: See Section 4.3 for additional information regarding the requirements for documentary evidence of citizenship and identity for Medicaid.**