Documents to submit for NRA appointments

Documents for new hires working with a Visa
☐ New Employee Wizard Forms
☐ Passport
☐ I-94 (available at https://i94.cbp.dhs.gov/I94/request.html)
☐ I-9 (completed online)
☐ Social Security card or Application Receipt

Additional documents for new hires working on a F-1 Visa
☐ I-20
☐ United States Visa

Additional documents for new hires working on a J-1 Student Visa
☐ DS-2019
☐ United States Visa
☐ Work Authorization Letter From Sponsor

Additional documents for new hires working on a J-1 Non-Student Visa
☐ DS-2019
☐ United States Visa

Additional documents for new hires working on a H-1B Visa
☐ I-797
☐ United States Visa

Additional documents for new hires working on a J-2 Visa or other EAD card holder
☐ EAD

Documents to submit for RA appointments

Documents for new hires with Permanent Residency
☐ New Employee Wizard Forms
☐ Unrestricted Social Security card or Restricted Social Security card and Permanent Resident card
☐ I-9 (completed online)