Documents to submit for NRA appointments

Documents for new hires working with a Visa
- Smart Onboarding Portal
- 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

Additional documents for new hires working on a TN Visa
- I-797

Documents to submit for RA appointments

Documents for new hires with Permanent Residency
- Smart Onboarding Portal
- Unrestricted Social Security card or Restricted Social Security card and Permanent Resident card
- I-9 (completed online)