

# I-9s

Employment Verification Eligibility

A Change in Where to Send the  
Documentation – March 1 Effective  
Date

## I-9s

- Q. What do I do with a completed I-9 form and E-Verify process documentation?
- A. For permanent and temporary employees, send the original I-9s with a copy of the E-Verify system details (along with your other new hire documents) to **Human Resources Information Management (HRIM)** in Human Resources, Campus Box 7210.