



**Section 1. Employee Information and Attestation** *(Employees must complete and sign Section 1 of Form I-9 no later than the first day of employment, but not before accepting a job offer.)*

Last Name (Family Name) Smith		First Name (Given Name) Sally		Middle Initial Optional	Other Names Used (if any) n/a
Address (Street Number and Name) 123 Fake Street		Apt. Number Optional	City or Town Springfield		State IL
Zip Code 60214		Date of Birth (mm/dd/yyyy) 01/01/1985	U.S. Social Security Number 123456789		E-mail Address s-smith@northwestern.edu
Telephone Number 847-491-0000					

**I am aware that federal law provides for imprisonment and/or fines for false statements or use of false documents in connection with the completion of this form.**

**I attest, under penalty of perjury, that I am (check one of the following):**

A citizen of the United States

A noncitizen national of the United States (See instructions)

A lawful permanent resident (Alien Registration Number/USCIS Number):

An alien authorized to work until (expiration date, if applicable, mm/dd/yyyy) 12/31/2016 .  Indefinite . Some aliens may write "N/A" in this field. (See instructions)

*For aliens authorized to work, provide your Alien Registration Number/USCIS Number OR Form I-94 Admission Number:*

1. Alien Registration Number/USCIS Number: 425251357

**OR**

2. Form I-94 Admission Number:

If you obtained your admission number from CBP in connection with your arrival in the United States, include the following:

Foreign Passport Number:

Country of Issuance:

Some aliens may write "N/A" on the Foreign Passport Number and Country of Issuance fields. (See instructions)

**3-D Barcode**  
**Do Not Write in This Space**

Enter name- under other name enter n/a if you have no other names.

Enter address (or temporary housing).

Leave SSN blank unless you have one from previous visit.

Check box "Alien Authorized to work" and enter the expiration date from your Employment Authorization Card. Then enter the USCIS# from your Employment Authorization Card.

Scroll down and press continue in the bottom right corner. You will receive an error message if you didn't enter the SSN, go ahead and ignore it by clicking continue again.

Check the box, type your name, then press sign and continue.

**DIGITAL SIGNATURE**

I am aware that federal law provides for imprisonment and/or fines for false statements or use of false documents in connection with the completion of this form.

**Verify I am:**  
John Smith

Please list your First then Middle Initial then Last Name as spelled in Section 1 in the field above