



I-9 VERIFICATION DROP-IN SCHEDULE

	Monday	Tuesday	Wednesday	Thursday	Friday
January	1	2	3	4	5
			9:30 am – 12:00 pm 1:00 pm – 3:00 pm	9:30 am – 12:00 pm 1:00 pm – 3:00 pm	9:30 am – 12:00 pm 1:00 pm – 3:00 pm
	8	9	10	11	12
	9:30 am – 12:00 pm 1:00 pm – 3:00 pm	9:30 am – 12:00 pm 1:00 pm – 3:00 pm	9:30 am – 12:00 pm 1:00 pm – 3:00 pm	9:30 am – 12:00 pm 	 1:00 pm – 3:00 pm

Greetings Huskies!

As you may know, **all new hires are required to complete their Form I-9 as a part of the onboarding process.** I-9 Coordinators will be available in the CAS Dean's office during the listed time blocks to verify Form I-9 documents.

To find our offices, head to the Communication building's [southwest entrance](#) (Google Maps pin) closest to the N22 parking lot. Enter through **CAS Dean's Office** double doors on the ground floor. Turn right and follow signage to our offices (041).



Don't forget to bring your original, unexpired documents!

If you can't make our drop-in hours, schedule an appointment with us here:

<https://calendly.com/casast/i9-appt>

Contact teamcas-i9@uw.edu (preferred) or (206)-221-9266 if you have any questions or need accessible directions.