



SELF CHECK DHS NOTICE OF POSSIBLE MISMATCH WITH DEPARTMENT OF HOMELAND SECURITY (DHS) RECORDS

Name of Employee (Last Name, First Name)	Date of Mismatch
Employee's A-Number OR I-94 number	Case Verification Number

INSTRUCTIONS

Why You Have This Notice

Self Check just compared the information you provided against the Department of Homeland Security's (DHS) immigration record databases as part of the process to assess your work authorization status.

You received this Notice because there may be a mismatch between the data you entered and the data in your DHS records. It does not mean that you gave wrong information or that you are not authorized to work in the United States.

An E-Verify Self Check mismatch can occur for various reasons, including:

- Your information must be manually checked by a DHS representative before confirming work authorization;
- Your name, A-number, and/or I-94 number may have been recorded incorrectly in DHS records;
- Your information may not have been updated in DHS records at the time your information was checked in E-Verify Self Check;
- Your citizenship or immigration status may have changed; or
- Your record may contain another type of error.

==== IMPORTANT ====

You are not required to take any further action after receiving a mismatch through your use of E-Verify Self Check. If you choose to inquire further into why you have received a mismatch (as directed below), DHS will review the information

you provided against immigration records to determine if you are in fact work authorized OR if you have an issues with your records that must be corrected. If there is an issue that must be corrected, the DHS representative will give you instructions on how to correct your record. This Notice does not mean that you are not eligible to work or that the information that you provided as part of your E-Verify Self Check is fake.

If You Choose to Inquire About Your Mismatch

1. Wait at least five (5) business days and call DHS at the following number: (888) 897-7781
2. Please have available the documents that you used to make the E-Verify Self Check query AND this notice when speaking to the representative
3. Choose to speak to someone regarding an E-Verify Self Check mismatch
4. When you have reached a representative, inform them that this is related to an E-Verify Self Check case, and provide the representative with your Case Verification number (contained on this notice)
5. The representative will do a manual check of your records and inform you whether you are work authorized OR what steps you need to correct your records further.

==== IMPORTANT ====

Note: E-Verify Self Check is an informational service that provides users information on their work authorization status as of the date/time of the query. A favorable determination on work authorization through Self Check or any subsequent interaction with the Department of Homeland Security does not mean that you have been issued a work authorized credential OR will be work authorized when run through E-Verify by your employer.

Know Your Rights: Quick List

- Your employer or any organization may **NOT** require you to run an E-Verify Self Check query as a condition of employment, membership or receipt of any benefit.
- Your employer may not use E-Verify Self Check to re-verify your employment eligibility if you are an existing employee.
- If you believe that you have been subjected to discrimination based upon your national origin or citizenship or immigration status with respect to hiring, firing, recruitment or referral for a fee, through your employer's use of E-Verify, or when completing the Form I-9, contact the Department of Justice, Civil Rights Division, Office of Special Counsel for Immigration Related Unfair Employment Practices at 1-800-255-7688 (TDD: 1-800-237-2515) for assistance.

Additional Information

E-Verify Self Check is committed to protecting your privacy and has a privacy official responsible for ensuring that your information is collected, used, and disclosed in an authorized manner.

For more information on E-Verify Self Check, including our privacy practices and program rules, visit our Web site at <http://www.uscis.gov/E-Verify/SelfCheck>. If you believe that you have any questions about Self Check or its use, call E-Verify Customer Support at (888) 897-7781, TTY at (877) 875-6028, or e-mail everifyselfcheck@dhs.gov.