# SAVE At-a-Glance

## Registration

**Your agency can register with the Systematic Alien Verification for Entitlements (SAVE) Program in just three steps!**

### 1. ▶ Apply for SAVE Program

Begin the registration process online at SAVE Registration. You will need to provide the name, phone number and email address of your agency's main point of contact (POC). SAVE will automatically generate an email with your POC's user name and password. Once your POC logs in and provides the requested information, SAVE will then determine if your agency is eligible to participate in the program. If eligible, we will email you the SAVE Program Checklist. Complete and return the checklist within 30 calendar days to continue the registration process.

After receiving the checklist, we will review the information provided to confirm that your agency has the proper legal authorities to access SAVE.

### 2. ▶ Review and Sign Agreements

Once your agency successfully completes Step 1 and legal authority has been approved, an assigned agency manager will provide you our standard memorandum of agreement and anticipated collections addendum. After your agency reviews, signs and returns the agreements, we will grant you access to the system.

### 3. ▶ SAVE Access Granted

Your agency is now registered with SAVE! Your designated agency manager will help you determine the SAVE system access method that best meets your agency's needs and provide you instructions for using the system, training materials, and additional support.

### Welcome to SAVE!

Before beginning the registration process, and for more information, visit **www.uscis.gov/SAVE**.

**U.S. Citizenship and Immigration Services**