

YOUR WORKING CHECKLIST

Form I-9: employment verification versus a work-permit application

How does Form I-9 differ from applying for employment authorization?

I-9 is used for employment eligibility verification by employees and employers or their authorized representatives. I-765 is a separate application associated with employment authorization. Completing an I-9 does not itself obtain immigration status or a work permit, and document choices must follow the official verification rules.

Check the boxes on screen or by hand. Use the notes area for records to find and questions to ask.

Your preparation checklist

- ☐ Identify the workplace verification task.
- ☐ Read the official I-9 instructions and document lists.
- ☐ Separate I-9 from any I-765 application.
- ☐ Clarify employee, employer and authorized-representative roles.
- ☐ Use the employer's appropriate private records process.

Notes and questions to follow up

Source links and current instructions

Sources checked October 25, 2026. Follow current instructions at the linked institution.

USCIS: Form I-9: employment verification versus a work-permit application

<https://www.uscis.gov/i-9>

Immigrant Insider: Editorial policy and verification status

<https://immigrantinsider.com/editorial-policy/>

Form I-9: employment verification versus a work-permit application

Return to the complete guide

<https://immigrantinsider.com/forms/i-9/>

General information

This free organizer is not a government form and does not submit an application, establish eligibility, preserve a deadline or replace individual legal advice. Government filing fees and professional services are separate.