



MEMBER ELIGIBILITY VERIFICATION FORM

In order to be eligible to serve as an AmeriCorps member, an individual must: not have been convicted of murder or be a registered Sex Offender; be at least 17 years old at the time of enrollment; and be a US Citizen, National, or Lawful Permanent Resident. Programs must document member eligibility to serve.

SECTION 1: Member Information			
<i>To be completed by the member's start date</i>			
Print Name:	Last	First	Middle Initial
Address: (Street name and number)			Date of Birth (month/day/year)
City	State	Zip Code	Social Security #
SECTION 2: Criminal History and National Sex Offender Registry Eligibility			
<i>To be completed and certified by Service Location Administrator or authorized program representative</i>			
The following checks were performed on _____ . The identity of this (member's name) individual has been verified with a government issued photo ID. Acceptable forms of IDs are State Issued Driver's License, United States Issued Passport, State Issued Identification Card and Public School/University Student ID (private school or university ID not acceptable).			
<p>1. STATE CRIMINAL HISTORY CHECK</p> <p><input type="checkbox"/> The member's written consent for the Criminal History Check to be conducted has been obtained and is on file.</p> <p><input type="checkbox"/> Name-based search of the CNCS approved state criminal history registry was completed on ____ / ____ / ____.</p>	<p>3. FBI CRIMINAL HISTORY RECORD INFORMATION</p> <p><input type="checkbox"/> FBI Criminal History Record Information check was initiated on ____ / ____ / ____.</p> <p><input type="checkbox"/> FBI Criminal History Record Information results were received on ____ / ____ / ____.</p> <p style="text-align: center;">OR</p> <p><input type="checkbox"/> Member <u>will not</u> have recurring access (more than once) to vulnerable populations and written documentation is in the member's file.</p>		
<p>2. NATIONAL SEX OFFENDER REGISTRY CHECK</p> <p><input type="checkbox"/> Name-based search of the online Department of Justice National Sex Offender Public Registry (www.nsopr.gov) was completed on ____ / ____ / ____.</p>			
After reviewing the results of the State Criminal History Check; the National Sex Offender Public Registry Check; and the FBI Criminal History Record Information Check (if applicable):			
<p><input type="checkbox"/> The individual has been deemed eligible for participation as an AmeriCorps member after review of the state criminal history check; National Sex Offender Public Registry check; and FBI criminal history check (if applicable).</p> <p><input type="checkbox"/> The individual has been deemed ineligible for participation as an AmeriCorps member after review of the state criminal history check; the National Sex Offender Registry check; and the FBI criminal history check (if applicable).</p>			
Name of Service Location Administrator <i>(or authorized program supervisor)</i>	Signature	Date	

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SECTION 3: Citizenship Status

Programs must document the citizenship or resident alien status of the members and keep a record of the confirmation in the member's file. Any **one** of the below documents is adequate verification of eligibility. A social security card is not adequate documentation to confirm citizenship or resident alien status. Examine one document from **List A** or examine one document from **List B**. Check the box indicating which document was provided.

List A	OR	List B
<p><u>Primary documentation of status as a U.S. citizen or national.</u> One of the following forms of identification is acceptable. Please check the box indicating which has been provided:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Birth certificate showing that the individual was born in one of the 50 states, the District of Columbia, Puerto Rico, Guam, the U.S Virgin Islands, American Samoa, or the Northern Mariana Islands. <input type="checkbox"/> A United States Passport <input type="checkbox"/> A report of birth abroad of a U.S. Citizen (FS-240) <input type="checkbox"/> A certificate of birth-foreign service (FS-545) <input type="checkbox"/> A certification of naturalization (form n560 or N561) INS <p><i>Please attach copy</i></p>	<div style="border: 1px solid black; padding: 2px; width: 40px; margin: 0 auto;">OR</div>	<p><u>Primary documentation of status as a lawful permanent resident of the U.S.</u> One of the following forms of documentation is acceptable. Please check the box indicating which has been provided:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Permanent resident card, INS form I-551 <input type="checkbox"/> Alien Registration Card, INS form I-551 <input type="checkbox"/> A passport indicating that the INS has approved it as temporary evidence of lawful admission for permanent residence <input type="checkbox"/> A departure record (INS form 194) indicating that the INS has approved it as temporary evidence of lawful admission for permanent residence <p><i>Please attach copy</i></p>

Certification: I attest that I have examined the documents presented by the above member, that the above listed documents appear to be genuine and related to the member named, and that to the best of my knowledge the member is eligible to serve in an AmeriCorps program in the United States.

Signature of Program Supervisor or Authorized Representative	Date
Print Name	Organization Name
Title	Organization Address