IV. FINANCIAL ARRANGEMENTS AND FACULTY BENEFITS: B. EMPLOYMENT ELIGIBILITY VERIFICATION

The Immigration Reform and Control Act of 1986 requires Denison to examine and verify certain documents in order to establish the employment eligibility of all employees hired after November 6, 1986. All members of the faculty and administrative staff placed on the payroll November 7, 1986 and later are required to complete the Immigration and Naturalization Services Form I-9, Employment Eligibility Verification. Denison is required to examine certain documents as listed on Form I-9 within three days of hire, certify that such documents have been examined, that they appear to be genuine, and that the individual is authorized to work in the United States. The Office of Human Resources will assist new staff members through this procedure during employment registration.