# Definition of Acceptable Documents

<table>
<thead>
<tr>
<th>TYPE OF DEPENDENT</th>
<th>ACCEPTABLE DOCUMENTATION (COPIES ONLY NO ORIGINALS) TO SUBMIT</th>
<th>AND</th>
<th>Acceptable Documentation (Copies Only No Originals) to Submit</th>
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</table>
| Spouse or Civil Union Spouse | **One of the following:**  
- Marriage Certificate  
- Civil Union Certificate | **Any one of the following:**  
- Driver’s licenses or other state issued identification of employee and spouse/civil union spouse with matching addresses  
- Page 1 of federal or state tax return (1040, 4506, 4506-T, 8879 or M8453) from one of the prior two years, listing spouse/civil union spouse  
- Immigration papers (if marital status is listed) | |
| Domestic Partner | **Any three of the following:**  
- Joint mortgage or lease  
- Designation of domestic partner as beneficiary for life insurance & retirement contract  
- Designation of domestic partner as beneficiary in employee’s Legal Will  
- Durable property and health care power of attorney  
- Joint ownership of motor vehicle, joint checking account, or joint credit account | | |
| Child  
- Biological | **One of the following:**  
- Birth certificate (copy of original)  
- Paternity/maternity test (notarized)  
- Court-approved child support order | | |
| Child  
- Adopted | **One of the following:**  
- Reissued birth certificate (listing adoptive parent names)  
- Adoption papers  
- Court-approved child support order | | |
| Child  
- Stepchild | **One of the following:**  
- Birth certificate (copy of original)  
- Reissued birth certificate (listing adoptive parent names)  
- Paternity/maternity test (notarized)  
- Adoption papers  
- Court-approved child support order  
- Court-approved guardianship papers | **One of the following:**  
- Marriage certificate of parents  
- Civil Union certificates of parents | |
| Child  
- Child of Domestic Partner | **One of the following:**  
- Birth certificate (copy of original)  
- Paternity/maternity test (notarized)  
- Court-approved child support order | **Any three of the following:**  
- Joint mortgage or lease  
- Designation of domestic partner as beneficiary for life insurance & retirement contract  
- Designation of domestic partner as beneficiary in employee’s Legal Will  
- Durable property and health care power of attorney  
- Joint ownership of motor vehicle, joint checking account, or joint credit account | |

1. To protect your privacy, black out Social Security numbers and all financial information or monetary amounts appearing on any documents submitted.
2. A birth certificate includes the name of at least one parent covered under The University of Chicago’s medical, dental, vision or life plans or eligible for tuition benefits.

In the event of a conflict between what is stated in this document and the governing plan document(s), the plan document(s) will control.