



## Definition of Alternative Acceptable Documents

TYPE OF DOCUMENTATION NOT AVAILABLE	ALTERNATIVE ACCEPTABLE DOCUMENTS (COPIES ONLY NO ORIGINALS) TO SUBMIT
<p>Marriage Or Civil Union Certificate</p>	<p><b>Married out of the country and have no documentation</b></p> <ul style="list-style-type: none"> <li>Immigration papers (if marital status is listed) <b>AND</b></li> <li>Page 1 of federal or state tax return (1040, 4506, 4506-T, 8879 or M8453) from one of the prior two years, listing the spouse/civil union spouse <sup>i</sup> <b>AND</b></li> <li>Driver’s licenses or other state issued identification of employee and spouse/civil union spouse with matching home addresses</li> </ul> <p><b>State cannot locate Marriage Certificate</b></p> <ul style="list-style-type: none"> <li>Letter from the state saying they cannot locate the record, <b>AND</b></li> <li>Page 1 of federal or state tax return (1040, 4506, 4506-T, 8879 or M8453) from one of the prior two years, listing the spouse/civil union spouse <sup>i</sup> <b>AND</b></li> <li>Driver’s licenses or other state issued identification of employee and spouse/civil union spouse with matching home addresses</li> </ul> <p><b>Marriage/Civil Union Certificate ordered, but may not arrive in time</b></p> <ul style="list-style-type: none"> <li>Copy of the receipt, <b>AND</b></li> <li>Page 1 of federal or state tax return (1040, 4506, 4506-T, 8879 or M8453) from one of the prior two years, listing the spouse/civil union spouse <sup>i</sup> <b>AND</b></li> <li>Driver’s licenses or other state issued identification of employee and spouse/civil union spouse with matching home addresses, <b>AND</b></li> <li>Participant must submit Certificate upon receipt</li> </ul>
<p>Birth Certificate</p>	<p><b>State cannot locate Birth Certificate</b></p> <ul style="list-style-type: none"> <li>Letter from the state saying they cannot locate the record, <b>AND</b></li> <li>Page 1 of federal or state tax return (1040, 4506, 4506-T, 8879 or M8453) from one of the prior two years, listing the child <sup>i</sup></li> </ul> <p><b>Ordered Birth Certificate, but it may not arrive in time</b></p> <ul style="list-style-type: none"> <li>Copy of the receipt <b>AND</b></li> <li>Page 1 of federal or state tax return (1040, 4506, 4506-T, 8879 or M8453) from one of the prior two years, listing the child <sup>i</sup>, <b>AND</b></li> <li>Participant must submit Birth Certificate <sup>ii</sup> upon receipt</li> </ul>

<sup>i</sup> To protect your privacy, black out Social Security numbers and all financial information or monetary amounts appearing on any documents submitted.

<sup>ii</sup> 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.