

**SENSITIVE - NOT TO BE SHARED WITH PUBLIC**

Outline

Actions ▾

**Effective Dates:** 12/21/2020 - Present ([View History](#))

## **GN 00303.620 Systematic Alien Verification for Entitlements (SAVE) Program**

**CITATIONS:** 8 USC 1642

### **A. Introduction**

The Systematic Alien Verification for Entitlements (SAVE) is a service that helps federal, state, and local public benefit issuing agencies determine the immigration status of aliens applying for benefits so only those entitled to benefits receive them. United States Citizenship and Immigration Services (USCIS) provides and maintains the SAVE program for benefit-granting agencies, such as SSA, to use to verify that alien claimants meet the immigration status eligibility requirements for the benefit. For claims purposes, access SAVE via the I-Main (Intranet Main Menu) website (see [MS 02902.001](#) ).

### **B. SAVE Verification Process**

SSA uses SAVE to confirm immigration status information and the authenticity of immigration documents submitted to support claims for benefits and in post entitlement (PE) situations when re-verification is needed because the alien's immigration status has expired or changed. For SAVE to verify an applicant's immigration status and documents, the **minimum requirement** is to provide the applicant's biographic information (first name, last name, and date of birth) and a numeric identifier from the immigration document (i.e. Alien Number; Form I-94 number). SAVE cannot verify an applicant's status using only the first and last name. SAVE electronically verifies immigration documents and status using a three-step process: Initial Verification (first step); Additional Verification (second step); and Third-Level Verification (third

step, with scanned legible copies of the front and back of the immigration document(s) attached electronically to the case).

**NOTE:** Follow the instructions in [RS 00204.010](#) to [RS 00204.025](#) for determining lawful presence for aliens and paying Title II benefits under the U.S. lawful presence payment provision. Follow the instructions in [RS 00301.102](#) for information about alien status and its effect on insured status under Section 211 of the Social Security Protection Act. See [SI 00502.100](#) for more information about SSI alien eligibility requirements, including the definition of "qualified alien."

## **1. Initial Verification (first step)**

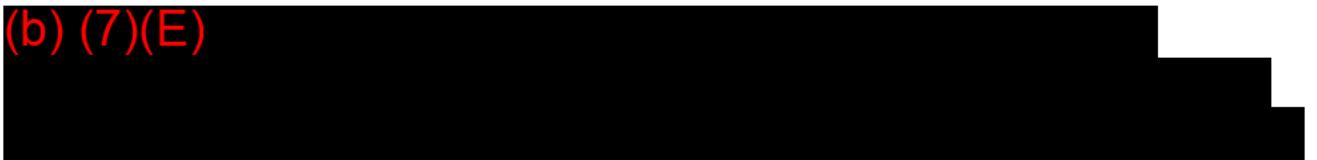
The majority of verification requests are resolved at the initial verification (first step). The initial verification step electronically compares information entered against immigration databases and returns a response within seconds. SAVE will respond with the applicant's current immigration status or naturalized or derived citizenship information and other specific information (such as employment authorization, admit to or expiration date) or a message prompting the user to "Institute Additional Verification." See [GN 00303.630](#) for complete instructions on Initial Verifications.

## **2. Additional Verification (second step)**

The additional verification step is initiated electronically via SAVE by the SSA user when the claimant's immigration status could not be verified during the initial verification process. The SSA user receives a message on the initial verification prompting them to "Institute Additional Verification."

The entry fields of the query are populated by the known data from the initial verification. The SSA user provides any additional requested information using information from the immigration document provided by the claimant. This step takes between 3-5 federal workdays. During this time, SAVE's Status Verification Operations (SVO) section conducts a more complete search of immigration databases not automatically searched during the initial step.

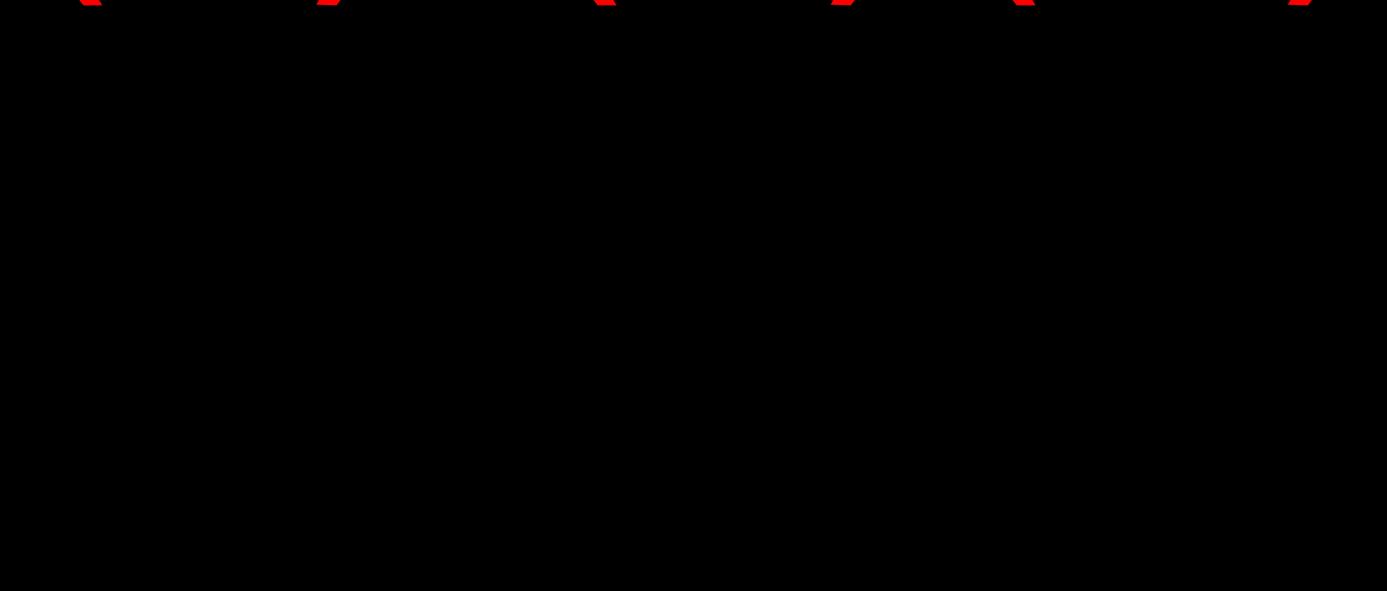
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on Additional Verifications.

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#### **4. Additional Request feature within SAVE**

The SAVE program now has an “Additional Request” feature available to request certain unique information needed for verification depending upon case specifics. The availability of this feature makes the use of a paper Form G-845 Supplement obsolete.

All of the specialized information previously available for verification on the paper Form G-845 Supplement is now available electronically in SAVE by utilizing the “Additional Request” feature during a case verification. Some additional information requests are available that were not previously available on the Form G 845 Supplement. See the chart below for the type of Additional Requests that are available. A description of each Additional Request follows the chart, however, most are self-explanatory.

**NOTE:** You may request multiple “Additional Requests” for a single verification request, except for the Cuban/Haitian options. You **cannot** request “Cuban/Haitian Entrant” and “Cuban/Haitian Immigration Details” simultaneously within the same verification request.

<b>Additional Request Type</b>	<b>Previously available for request on Form G-845 Supplement</b>
Affidavit of Support	Yes
Citizenship Status	Yes
Cuban/Haitian Entrant	No
Cuban/Haitian Immigration Details	Yes
Employment Authorization Document History	No
Fraud (suspected altered/counterfeit document)	No
Grant Date	No
Immigration Status Details	Yes
Immigration Status as of 8/22/1996	Yes
VAWA (Violence Against Women Act)	Yes

#### **a. Affidavit of Support**

Select this Additional Request if you need Affidavit of Support/sponsor information (see [SI 00502.240G](#) )-. If Affidavit of Support/sponsor information is available, SAVE will return a response that includes the sponsor's:

- First and last name and middle initial,
- Social Security Number, and
- Address

If SAVE has no sponsorship information, then "Not Applicable" will be displayed in the "Sponsors" section of the Case Details page in SAVE.

**b. Citizenship Status**

Select this Additional Request and provide any additional comments pertinent to the case if you need to verify the claimant's citizenship status.

**c. Cuban/Haitian Entrant**

The first of two Additional Requests available for requesting Cuban/Haitian information. Both options require submission of scanned legible copies of the front and back of the claimant's immigration document(s) with the request. Select the "Cuban/Haitian Entrant" option to request verification only as to whether the claimant is a Cuban/Haitian Entrant (CHE). This request will return ONLY a "Yes" or "No" response and no other detailed CHE information.

**d. Cuban/Haitian Immigration Details**

The second of two Additional Requests available for requesting Cuban/Haitian information. Both options require submission of scanned legible copies of the front and back of the claimant's immigration document(s) with the request. Select the "Cuban/Haitian Immigration Details" option to request detailed Cuban/Haitian information (e.g., nationality, category, immigration status, removal proceedings, status adjustment). This request provides the option to specify a specific date range, but it is not required.

**e. Employment Authorization Document History**

Select this Additional Request and provide any additional comments pertinent to the case if you need to verify the claimant's employment authorization history.

**f. Fraud**

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**g. Grant Date**

Select this Additional Request and provide any additional comments pertinent to the case if you need to verify the grant date of the claimant's immigration status.

#### **h. Immigration Status Details**

Select this Additional Request and provide any additional comments pertinent to the case if you need to verify the claimant's immigration status for a specific time period.

##### **i. Immigration Status as of 8/22/1996**

Select this Additional Request and provide any additional comments pertinent to the case if you need to verify the claimant's immigration status as of 8/22/1996. The response will give you the information needed for you to make a Permanently Residing Under Color of Law (PRUCOL) decision.

Do not specifically request PRUCOL status in the additional comments as the SAVE program does not accept or process requests for determination that a benefit applicant is PRUCOL because PRUCOL is not an immigration status. The verification process for these claimants require the SSA user to use the latest immigration document issued by DHS (e.g. I-94 Arrival/Departure Record, I-766 Employment Authorization Document, etc.) and request the claimant's immigration status as of 8/22/1996. The SAVE response to this Additional Request will ONLY provide the individual's immigration status as of 8/22/1996.

#### **j. Violence Against Women Act (VAWA)**

Select this Additional Request and provide any additional comments pertinent to the case if you need to verify if the claimant qualifies under VAWA.

### **5. Photo Tool Feature within SAVE**

The SAVE program now includes a photo tool, which displays the photograph DHS has associated with either an I-551 (Permanent Resident Card) or I-766 (Employment Authorization Document). The photo tool is not available for other immigration documents.

The purpose of the photo tool is to ensure that the photo on the immigration document presented by the claimant and in DHS records match. If the claimant presents an I-551 or I-766, the technician will select (click) the box in SAVE for that specific item from the list of documents at the beginning of the Initial Verification.

After selecting that the claimant presented an I-551 or I-766, the technician will be prompted to provide information about the claimant (name), document (alien #, card #, exp. date), and type of benefit.

Next, SAVE will bring up the photo that is associated with the specific identified document. The technician will then compare the image provided by SAVE with the photo on the applicant's immigration document and then select one of the three options described below.

**a. Document provided and the photos match**

When the document provided and the photo on record in SAVE is an exact match to the photo on the presented immigration document, select the click box for "Yes – photo matches." After selecting that the photo matches, SAVE continues the case processing and provides the claimant's status or prompts the technician to institute an additional verification depending on the circumstances of the case.

**b. Document provided and the photos do not match**

When the document provided and the photo on record in SAVE is not an exact match to the photo on the presented immigration document, select the click box "No – photo does not match."

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**c. Document not provided**

Select this option when no immigration document(s) is presented. This may occur if the technician is not presented with the I-551 or I-766, but has the other information (name & alien # & document#) to request verification. After selecting this option, SAVE continues the case processing and provides the claimant's status or prompts the technician to institute an additional verification. Selecting "Document not provided" does not speed up the case processing, nor does it eliminate or reduce key strokes.

**NOTE:** If a photo is **NOT** found in the SAVE system, the photo-matching screen will not appear and the SAVE system will continue the case processing without asking for verification of a photo match.

## C. References

For claims purposes, access to SAVE is via the I-Main (Intranet Main Menu) website screen. See [MS 02902.001](#) for an overview of the SAVE Homepage and an explanation of access and permission levels.

## Section History

### [Prior Versions of Section](#)



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