

GET i9 VERIFIED FOR PAID INTERNSHIPS!

ATTENTION STUDENTS!

STEP 1 CREATE OR LOGIN TO YOUR CPP ACCOUNT

1. Go to www.participants.careerpathways.nyc
2. In **PARTICIPANT INFORMATION**, look for **YES** for I-9 verified
3. If it says **YES**, you are I-9 verified

If it says **NO**, continue to step two

Welcome
Karen
The following is the information we have on file for you. If anything is incorrect or missing, please contact your school.

| Participant Information | | | | |
|-----------------------------|--------------|---------|----------------------------|---------------|
| Name: | Karen | School: | Art and Design High School | |
| Upload: | | | | |
| Pathway: | Grade Level: | OSIS: | SSN/ITIN: | I-9 Verified: |
| Animation, Interactive Tech | 11 | | | Yes |

STEP 2 GET YOUR WORKING PAPER

Bring the following to Ms. Johnson in the main office, room 607:

1. Working papers application (in main office)
2. Letter from your doctor stating you are able to work
3. Proof of Identification: bring **ONE** of the following original documents:
 - Valid Passport
 - Birth Certificate
 - Green Card

NOTE: Return of lunch form is required in order to receive working papers

STEP 3 WHEN YOU GET YOUR WORKING PAPER

Scan the QR code to make a Zoom appointment to be verified by the WBL office. On the day of your appointment, bring the following:

Approved Working Papers and **ONE** of the following:

US birth certificate • Passport • Social Security Card • Permanent Resident Card

This meeting cannot be done during class time.

You **must** schedule an I-9 zoom appointment during your lunch period or before or after school



CLICK HERE

BEFORE STARTING THE INTERNSHIP

STEP 4 SIGN YOUR APPLICATION

Go to www.participants.careerpathways.nyc and click **APPLICATION** and sign the **Acknowledgment of Applicant** (both you and parent) and **Media Consent**

Questions or Concerns?
Email Ms. Deebrah
adeebrah@schools.nyc.gov

