

TYPE OF DEPENDENT	ACCEPTABLE DOCUMENTATION (COPIES ONLY NO ORIGINALS)				
Spouse or	<p>The following:</p> <ul style="list-style-type: none"> • Marriage Certificate <p>AND Any one of the following:</p> <ul style="list-style-type: none"> • Driver's licenses or other state issued identification of employee and spouse with matching addresses • Driver's license of spouse only if the address matches that on file • Current mortgage statement or other proof of joint ownership of the home ⁱ • Current rent/lease agreement ⁱ • Page 1 of federal or state tax return (1040, 4506, 4506-T, 8879 or M8453) from one of the prior two years, listing spouse ⁱⁱ • Auto/homeowner insurance currently in effect ⁱ • Utility bills, with same address currently in effect ⁱ 				
Domestic Partner	<p>The following:</p> <ul style="list-style-type: none"> • ISU – Declaration of Relationship Form <p>AND Any one of the following:</p> <ul style="list-style-type: none"> • Driver's licenses or other state issued identification of employee and spouse with matching addresses • Driver's license of spouse only if the address matches that on file • Current mortgage statement or other proof of joint ownership of the home ⁱ • Current rent/lease agreement ⁱ • Page 1 of federal or state tax return (1040, 4506, 4506-T, 8879 or M8453) from one of the prior two years, listing spouse ⁱⁱ • Auto/homeowner insurance currently in effect ⁱ • Utility bills, with same address currently in effect ⁱ 				
Child ▪ Biological	<p>One of the following:</p> <ul style="list-style-type: none"> • Long-form birth certificate (copy of original) ⁱⁱⁱ • Paternity/maternity test (notarized) • Report of Birth Abroad of a U.S. Citizen • Court-approved child support order • Divorce decree showing children born to the marriage 	OR	<p>Any two of the following:</p> <ul style="list-style-type: none"> • Baptismal or other religious certificate • Hospital record of birth • Mother's copy of birth certificate • Page 1 of federal or state tax return (1040, 4506, 4506-T or M8453) from one of the prior two years, listing eligible dependent ⁱⁱ • Family registry (foreign births only) 		
Child ▪ Adopted ▪ Legal Guardianship	<p>One of the following:</p> <ul style="list-style-type: none"> • Reissued birth certificate (listing adoptive parent names) • Adoption papers • Court-approved child support order • Court-approved guardianship papers 				
Child ▪ Stepchild ▪ Child of Domestic Partner	<p>One of the following:</p> <ul style="list-style-type: none"> • Long-form birth certificate (copy of original) ⁱⁱⁱ • Reissued birth certificate (listing adoptive parent names) • Paternity/maternity test (notarized) • Adoption papers • Report of Birth Abroad of a U.S. Citizen • Divorce decree showing children born to the marriage • Court-approved child support order • Court-approved guardianship papers 	OR	<p>Any two of the following:</p> <ul style="list-style-type: none"> • Baptismal or other religious certificate • Hospital record of birth • Page 1 federal or state tax return (1040, 4506, 4506-T or M8453) from one of the prior two years, listing eligible dependent ⁱⁱ • Family registry (foreign births only) 	AND	<p>One of the following:</p> <ul style="list-style-type: none"> • Marriage certificate of parents • ISU - Declaration of Relationship Form

ⁱ You may submit one document displaying both names or one in the employee's and one in the spouse's/domestic partner's name with matching addresses.

ⁱⁱ To protect your privacy, black out Social Security numbers and all financial information or monetary amounts appearing on any documents submitted.

ⁱⁱⁱ A long-form birth certificate includes the name of at least one parent covered under Iowa State University's medical, dental and/or vision plans. The Iowa "wallet" size birth certificate is also an acceptable document.

IV PHOTOCOPYING VITAL RECORDS: Some states and municipalities prohibit the photocopying of certain vital records, such as birth certificate, death certificate and marriage certificate. If state or local law prohibits you from photocopying a certified vital record, please provide a copy of the vital record that is in compliance with your state or local regulations.