UAlbany Navigator Program
What Will I Need to Bring to My Appointment?

ALL individuals in the household will need to bring the following information to an appointment:

- **Name, Date of Birth, and Social Security Numbers (if applicable)**
- **Immigration Status**, depending on your status we may need more documents (i.e. permanent resident card, “green card”. I-94, etc.)
- **Tax filing status** (Single, Head of Household, etc)
  - It would be helpful to bring your tax forms for the previous tax year.
- **Income information**:
  - Pay stubs (for up to four weeks).
  - Average amount of hours worked in a week (or bi-weekly).
  - If you recently lost a job, please bring a letter from your employer on company letterhead with date of termination.
  - SMALL BUSINESSES & SOLE PROPRIETORS: Please bring a schedule C, or expenses and income for the past three months, or projected income plus expenses for a 3-month period.
- **Current health insurance information including**:
  - Name of Provider
  - Policy Number and cost of the policy
  - If you have Employer-Based health insurance – you must know if it meets minimum value standard (the employer pays at least 60% of the total costs). Contact your employer for this information.
- If you started an application on the Marketplace, please bring your **username, password**, and **e-mail address** used to create the account.

UAlbany Navigators can help!

To ask questions or to schedule an appointment, contact us:

**Navigator@albany.edu** or **518-442-3854**