

Dependent Eligibility Documentation

Stanford Benefits will mail you a request to verify your dependents. The request will include this document and instructions about how and where to send your documentation.

Dependent's Relationship to You	Preferred Documentation	Alternate Documentation	Document Resources
Spouse (unless legally separated)	Marriage certificate	Most recent State (joint) tax return or Most recent visa document and related legal document that establishes dependent relationship	County Clerk/Recorder State Vital Records Personal tax filing records U.S. State Department
Registered Domestic Partner	State of California Declaration of Domestic Partnership Certificate	Most recent CA (joint) tax return	State of California Web site http://www.sos.ca.gov/dpregistry
Common Law Spouse	Affidavit or Declaration of Common Law Marriage or other state legal affidavits or declarations	Most recent State (joint) tax return	County Clerk/Recorder State Vital Records
Natural Children up to age 26	Birth certificate	Under age 23: Most recent State tax return and Hospital certificate of live birth or Most recent Visa document and related legal documents that establish dependent relationship and birth date Age 23 or over: Hospital certificate of birth	County Clerk/Recorder State Vital Records Personal tax filing records U.S. State Department

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Stepchild(ren) up to age 26	Birth certificate and marriage certificate	<p>Under age 23: Most recent State (joint) tax return <i>or</i> Most recent Visa document <i>and</i> related legal documents that establish dependent relationship and birth date</p> <p>Age 23 or over: Hospital certificate of birth</p>	County Clerk/Recorder State Vital Records Personal tax filing records U.S. State Department
Adopted Child(ren) up to age 26	Birth certificate <i>or</i> Final adoption decree <i>or</i> Placement letter from court <i>or</i> Adoption agency for pending adoption(s)	<p>Under age 23: Most recent State tax return <i>or</i> Most recent Visa document <i>and</i> related legal documents that establish dependent relationship and birth date</p> <p>Age 23 or over: Hospital certificate of birth</p>	County Clerk/Recorder State Vital Records Personal tax filing records U.S. State Department
Your Foster Child(ren) up to age 26	Court assignment <i>or</i> Agency order establishing relationship <i>or</i> Proof of state licensing <i>or</i> Approval of foster child status and related legal document that establishes birth date	N/A	County Clerk/Recorder State Vital Records U.S. State Department
Child(ren) up to age 26 for whom you are a legal guardian	Court assignment <i>or</i> Agency order establishing legal guardianship and related legal documents that establish relationship and birth date	<p>Under age 23: Most recent State (joint) tax return <i>or</i> Most recent Visa document <i>and</i> related legal documents that establish dependent relationship and birth date</p> <p>Age 23 or over: Hospital certificate of birth</p>	County Clerk/Recorder State Vital Records Personal tax filing records U.S. State Department

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Child(ren) up to age 26 of your Registered Domestic Partner, who depends on your support and lives with you in a regular parent/child relationship	State of California Declaration of Domestic Partnership Certificate and Birth certificate	<p>Under age 23: Most recent California (joint) tax return <i>or</i> Most recent Visa document <i>and</i> related legal documents that establish dependent relationship and birth date</p> <p>Age 23 or over: Hospital certificate of birth</p>	County Clerk/Recorder State Vital Records Personal tax filing records U.S. State Department State of California Web site http://www.sos.ca.gov/dpregistry
Adopted child(ren) up to age 26 of your Registered Domestic Partner, who depend on your support and live with you in a regular parent/child relationship	State of California Declaration of Domestic Partnership Certificate <i>and</i> Birth certificate <i>or</i> Final adoption decree <i>or</i> Placement letter from court or adoption agency for pending adoptions	<p>Under age 23: Most recent California (joint) tax return <i>or</i> Most recent Visa document <i>and</i> related legal documents that establish dependent relationship and birth date</p> <p>Age 23 or over: Hospital certificate of birth</p>	County Clerk/Recorder State Vital Records Personal tax filing records U.S. State Department State of California Web site http://www.sos.ca.gov/dpregistry
Children up to age 26 for whom your Registered Domestic Partner is the legal guardian	State of California Declaration of Domestic Partnership Certificate <i>and</i> Birth certificate <i>and</i> Court assignment <i>or</i> Agency order establishing legal guardianship	<p>Under age 23: Most recent California (joint) tax return <i>or</i> Most recent Visa document <i>and</i> related legal documents that establish dependent relationship and birth date</p> <p>Age 23 or over: Hospital certificate of birth</p>	County Clerk/Recorder State Vital Records Personal tax filing records U.S. State Department State of California Web site http://www.sos.ca.gov/dpregistry
Child(ren) up to age 26 for whom the court has issued a Qualified Medical Child Support Order (QMCSO)	Qualified Medical Child Support Order (QMCSO). If already submitted to Stanford University, indicate who it was sent to.	N/A	County Clerk/Recorder State Vital Records

Dependent's Relationship to You	Preferred Documentation	Alternate Documentation	Document Resources
<p>Unmarried children age 26 or over if dependent on you for primary financial support and maintenance due to a physical or mental disability, incapable of self-support, and disability existed before age 19</p>	<p>Birth certificate or other document supporting the relationship and Proof of the disability from your child's medical plan.</p> <p>Note: This audit verifies only dependent eligibility. Your medical carrier determines the child's disability status.</p>	<p>Most recent State tax return</p>	<p>County Clerk/Recorder State Vital Records Personal tax filing records U.S. State Department</p>
