# Institute Additional Verification With Document Response



SAVE is implementing a new initial verification response, Institute Additional Verification With Document, to require user agencies to skip second-step verification when third-step verification is required. This change applies only to the web browser access method. SAVE will contact web services users to implement equivalent functionality for the web services access method.

## Institute Additional Verification with Document Response

A screen shot of this new response is below:

	SAVE Home Cases 🗸 Reports Agency 🗸 Help 🗸	● Bryce Lively ∨
	Additional Verification   Case Status: Agency Action Required	
	Deeperso	
AVE	Response	
AVE	Institute Additional Verification With Document	
	Institute Additional Verification With Document SAVE was unable to verify the applicant's status on electronic initial verification. There may have been	n an issue electronically locating the records or additional verification may be required due to conflicting

## **Upload Document**

The response screen also includes a prompt to upload the benefit applicant's immigration documentation. Scan the document the applicant presented and upload it by either:

- Dragging and dropping the file into the blue "Drag file to upload" box; or
- Clicking the Upload File button and using your browser to select the file.

Once you have uploaded the file, click Institute Additional Verification to submit the third-step additional verification request.

No	
AVE needs a copy of the	applicant's immigration
ocumentation in order to	perform additional
erification. Please upload	l a copy below.
(A) 5-1-1	and the second second
	file to upload
	or
Upl	load File
	20000 M
Initiate Addit	ional Verification
Close Case	Close Case and

### **SAVE Reviews Case**

SAVE reviews and conducts more research on all cases with documentation attached. SAVE will display Case Under Review in a yellow box at the top of the SAVE response screen until the research is complete.

### **SAVE Provides Final Response**

After SAVE finishes researching the case, it provides a final response. At this point, you may close the case and go to the SAVE homepage by selecting Close Case, or create another case by selecting Close and Start New Case.