

# How to Address Illegal Questions

INQUIRY AREA	ILLEGAL QUESTIONS	LEGAL QUESTIONS
<b>National Origin</b>	Are you a U.S. Citizen?	Are you authorized to work in the U.S.?
	Where were you/your parents born?	What languages do you read, speak or write fluently?
	What is your "native tongue?"	
	Photos cannot be required to accompany applications.	
<b>Age</b>	How old are you?	If this position you are applying for has a minimum age requirement, do you meet that requirement?
	When did you graduate from college?	
	What is your birth date?	
<b>Personal/Family</b>	What is your marital status?	Would you be willing to relocate if necessary?
	Who do you live with?	Travel is an important part of the job. Would you be willing to travel if necessary?
	Do you plan to have a family?	
	Have you ever been arrested?	
<b>Affiliations</b>	What clubs or social organizations do you belong to?	List any professional trade groups or other organizations that you belong to, especially if they are relevant to your skills and qualifications.
	Do you go to church?	
	Do you have a handicap?	
	Have you ever collected disability or workers' compensation?	

## What are your options when asked an illegal question?

- Examine the intent behind the question. Respond with an answer as it may apply to the job. For instance, the interviewer may ask, "Are you a U.S. citizen?" You could say, "I am authorized to work in the United States."
- Ask the interviewer how the question relates to the position.
- Answer the question, knowing that you are giving information that is not job-related.
- Refuse to answer the question. You'll be within your rights but may be perceived as uncooperative or confrontational.