Section A – Student Information (Please print clearly)

Last Name  First Name  M.I.  Email

Street Address  City  State  Zip Code

Section B – DHS Citizen Confirmation

In order to continue processing your financial aid application, the U.S. Department of Education requires that we verify your citizenship status. So please complete this worksheet and provide the requested documentation as outlined. According to your citizenship status, please indicate the documents you are providing, you only need to present one.

U.S. Citizenship Documentation
☐ A copy of your Certificate of Citizenship (N-560 or N-561) or your Certificate of Naturalization (N-550 or N-570) issued by USCIS. These documents may be photocopied for lawful purposes such as documenting eligibility for federal student aid.

Eligible Non-Citizen Documentation

The federal regulations require that financial aid staff examine original immigration documents and make copies which will be forwarded to USCIS for their review. Therefore, the documents below must be presented personally, do not fax or mail.

☐ Original, unexpired, Alien Registration Receipt Card (I-151), Resident Alien Card/Permanent Resident Card (I-551), or Conditional Resident Alien Card (I-551, I-94 or I-94A).
☐ Original Arrival/Departure Record (I-94) or Departure Record (I-94A) with the endorsement “Processed for I-551……” and having a valid expiration date and appropriate information filled in.
☐ Original, unexpired foreign passport with I-551 endorsement.
☐ Original documentation showing you have been designated as a Refugee, Asylum Granted, Parolee or Cuban-Haitian Entrant or Conditional Entrant (I-94, I-94A or I-571 with proper endorsements).

Victim of Human Trafficking or Battered Immigrant-Qualified Alien
☐ A copy of your eligibility letter from Health and Human Services (HHS) or a T-visa.
☐ A copy of your I-797, Notice of Action form from USCIS, with a valid expiration date verifying financial aid eligibility.

Section C – Student Signature

IMPORTANT: Return this original form to the Office of Financial Assistance with the appropriate documentation.

I certify that the information provided with this form and any attachments are true and correct.

Student Signature  Date

ENTER YOUR 9-DIGIT UIN.

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