

Citizenship Verification Worksheet

(Print) Student's Name: _____ Date of Birth: ____/____/____

FSU ID: _____ Cell Phone: _____

We have completed the initial review of your Free Application for Federal Student Aid (FAFSA) and it has been determined that more information is needed regarding your citizenship status. This could be due to your FAFSA information not matching DHS or SSA databases. If so, we encourage you to make sure these departments are updated to prevent future mismatches. For you to be awarded financial aid, we will need to document your citizenship or eligible non-citizenship status. Per the FSA handbook, you must appear with your original documentation in-person at the FSU Financial Aid Office to complete this process. In some cases, the Financial Aid office will need to submit documentation through the "SAVE" system and wait for confirmation prior to verification being complete.

Please mark the circles that apply to you and present your current unexpired documentation.

- ☐ **I am a U.S. citizen.** I am presenting an unexpired
 - ☐ U.S. birth certificate
 - ☐ U.S. passport (Issued by the State Department)
 - ☐ Certificate of Naturalization (Forms N-550 or N-570)
 - ☐ Certificate of Citizenship (Forms N-560 or N-561)
 - ☐ Wallet-sized passport card (Issued by the State Department)
 - ☐ Consular Report of Birth Abroad (Form FS-240)
 - ☐ Certificate of Birth (Form FS-545, Issued by a Foreign Service Post)
 - ☐ Certification of Report of Birth (Form DS1350)
- ☐ **I am an eligible non-Citizen.** I am presenting an unexpired
 - ☐ Arrival Departure Record (Form I-94 from the U.S. Immigration and Naturalization Service displaying CBP stamp of Refugee, Asylum Granted Indefinite Parole, Humanitarian Parole, or Cuban/Haitian Entrant)
 - ☐ Alien Registration Receipt Card (Form I-151)
 - ☐ Green Card (Form I-551/PRC with A-# annotated)
 - ☐ Passport with MRIV (Machine-readable Immigrant Visa)
 - ☐ Other, _____
- ☐ **I am not a U.S. citizen or eligible non-Citizen. (Not eligible for federal financial aid)**

****You are not eligible for financial aid if you are in the U.S. under the following designations:**

- an F1 or F2 student visa, J1 or J2 exchange visitor visa, or a G series visa (pertaining to international organizations)

Statement of Certification: I certify that the information given to document my citizenship status is true and original.

Student's Signature: _____ Date: _____

Authorized FSU Representative: _____ Date: _____

**Alternative Option (With prior approval from the FSU Financial Aid Office):
NOTARY CERTIFICATE OF ACKNOWLEDGEMENT (Requires in-person visit with Notary Public)**

This form is for the collection of DHS or other U.S. citizenship/nationality documents from students unable to present their documents in person. I certify that I, _____, am the individual signing this statement and I am providing my ID and citizenship documents. This signed affidavit includes a witness signature of a notary, as well as, a copy of a valid government-issued photo identification. I certify that the attached documents and government issued photo identification are the true, exact, and complete copies of the originals issued to me and witnesses by the below notary. **I will mail this original "wet" form and a copy of the ID/citizenship documents viewed by the notary directly to the FSU Financial Aid Office for processing.** I understand that providing false or misleading information or documents is punishable by fine or imprisonment and may make me liable for repayment of any funds received based on the information and documents I have provided.

Student Signature: _____ Date: _____

NOTARY CERTIFICATE OF ACKNOWLEDGEMENT

Name of Valid Photo ID	Expiration Date of Photo ID	Issuing Authority of Photo ID
Name of Citizenship and/or Immigration document(s)	Expiration Date (If Any) of Citizenship and/or Immigration Document(s)	

State of _____ and City/County of _____

before me, _____, personally appeared, _____
NOTARY NAME *PRINTED NAME OF PERSON SIGNING*

and provided to me on basis of satisfactory evidence of identification _____
TYPE OF GOVERNMENT-ISSUED ID ATTACHED

to be the above-named person who signed the foregoing statement.

NOTARY SIGNATURE *DATE*

My commission expires on _____

*****If using the notary public option, you must mail a copy of the unexpired photo identification/ citizenship documentation viewed by the notary with this form.**

WITNESS MY HAND AND OFFICIAL SEAL