



## Affidavit for Proof of Citizenship or Eligible Non-Citizenship Status

Your 2022-23 FAFSA (Free Application for Federal Student Aid) requires additional information in order to verify that you are either a citizen or national of the United States, a permanent resident of the United States, or an eligible non-citizen of the United States. You may provide proof of your eligible citizenship or immigration status by completing one of the two options: (1) presenting original documents for photocopy in person directly through the Samford One Stop, or (2) utilizing a Notary Public Official to certify the presentation and photocopy of your original documents. If you choose option 2, you may not scan or fax copies of your original documents or a valid unexpired government issued, it must be mailed to Samford University's One Stop. Documents received by email or fax will not be accepted.

### OPTION 1: In-Person Presentation of Original Citizenship/Eligible Non-Citizenship Documents (to be signed at Samford University)

The student must appear in person at Samford University to provide proof of U.S. citizenship or eligible non-citizenship status directly to a school official in the Samford One Stop. The school will also request to see a valid unexpired government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport.

- **Acceptable original documents for Proof of U.S. Citizenship:** Original birth certificate, U.S. Passport, State Department documents (i.e. FS-240, FS-545, DS-1350), Naturalization Certificate (N-550 or N-570), or Certificate of Citizenship (N-560 or N-561).
- **Acceptable original documents for Proof of Eligible Non-Citizen:** Alien Registration Card (I-551), proof of permanent residency status (i.e. I-94, I-94A, etc).

I certify that I, \_\_\_\_\_, am the individual signing this statement, and I am providing a copy of  
*(Print student's full name)*

documents along with a copy of a valid government-issued photo identification card bearing my portrait (or likeness). I certify that the attached documents and government issued photo identification are the true, exact, and complete copies of the originals issued to me.

\*Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

SUID Number: \_\_\_\_\_

#### STUDENT FINANCIAL SERVICES ONLY - ADVISOR

Date: \_\_\_\_\_  
*(Original Document & ID Photocopied)*

Expiration dates (s) verified: \_\_\_\_\_  
*(Official's Initials)*

Copies Attached

Routed to Processing

\_\_\_\_\_  
*(Institutionally Authorized Individual, printed name)*

\_\_\_\_\_  
*(Institutionally Authorized Individual Signature)*

#### STUDENT FINANCIAL SERVICES ONLY - PROCESSING

ARN # \_\_\_\_\_

RNANA Updated with ARN # (if applicable)

Secondary Paper Confirmation needed: Yes  No

*(If yes, send DHS information via SAVE System)*

\*By signing and dating this worksheet, I certify that (1) am the student and (2) all of the information reported on this form is complete and correct. NOTE: If you purposely give false or misleading information or documents is punishable by fine or imprisonment and may make for repayment of any funds on the basis of the information and documents provided.

**OPTION 2: In-Person Presentation of Original Citizenship/Eligible Non-Citizenship Documents to a Notary**  
*(to be signed with a Notary Public Official)*

If the student is unable to appear in person at Samford University, to provide proof of U.S. citizenship or eligible non-citizenship status, the student must present the original documentation to a Notary Public Official, along with a copy of a valid unexpired photo identification card (ID)

- **Acceptable original documents for Proof of U.S. Citizenship:** Original birth certificate, Passport, State Department documents (i.e. FS-240, FS-545, DS-1350), Naturalization Certificate (N-550 or N-570), or Certificate of Citizenship (N-560 or N-561).
- **Acceptable original documents for Proof of Eligible Non-Citizen:** Alien Registration Card (I-551), proof of permanent residency status (i.e. I-94, I-94A, etc.), or evidence from the Immigration and Naturalization Service that you are in the United States for other than a temporary purpose with the intention of becoming a citizen or permanent resident.

I certify that I, \_\_\_\_\_, am the individual signing this statement, and I am providing a copy of  
*(Print student's full name)*  
 documents along with a copy of a valid government-issued photo identification card bearing my portrait (or likeness). I certify that the attached documents and government issued photo identification are the true, exact, and complete copies of the originals issued to me.

\*Student Signature: \_\_\_\_\_ SUID: \_\_\_\_\_ Date: \_\_\_\_\_

List of Document(s):

NAME OF VALID PHOTO ID	EXPIRATION DATE OF VALID PHOTO ID	ISSUING AUTHORITY OF VALID PHOTO ID

NAME OF CITIZENSHIP AND/OR IMMIGRATION DOCUMENT(S)	EXPIRATION DATE (IF ANY) OF CITIZENSHIP AND/OR IMMIGRATION DOCUMENT(S)

\*By signing and dating this worksheet, I certify that (1) am the student and (2) all of the information reported on this form is complete and correct. NOTE: If you purposely give false or misleading information or documents is punishable by fine or imprisonment and may make for repayment of any funds on the basis of the information and documents provided.

NOTARY CERTIFICATION OF ACKNOWLEDGEMENT	NOTARY OFFICIAL SEAL
State of _____ City/County of _____ On _____, before me, _____ <i>(date)</i> <i>(Notary's printed name)</i> personally appeared, _____ <i>(printed name of signer)</i> and provided me original citizenship/eligible non-citizenship documents and his/her unexpired government issues ID to photocopy.  Notary Signature: _____  Commission Expires: _____	

Please mail this worksheet along with all required documentation to:  
**Samford University One Stop | 800 Lakeshore Drive, Birmingham, AL 35229 | Phone: 205-726-2905**