

THE UNIVERSITY OF OKLAHOMA

FINANCIAL AID SERVICES

1000 Asp Avenue, Room 216

Norman, Oklahoma 73019-4078

Phone (405) 325-4521 Fax (405) 325-7608

www.ou.edu/financialaid

Dear Student:

When you completed the Free Application for Federal Student Aid (FAFSA) to apply for federal student aid, you indicated that you are a US citizen. However, the US Department of Education checked records at the Social Security Administration and was unable to confirm that you are a US citizen. Before we can determine whether you are eligible for financial aid, **you must bring your original documentation to the Financial Aid office where FAS staff will make a photocopy for your file. If you are unable to bring documentation in person, you must complete the reverse side of this form as directed and attach a copy of a photo ID and a copy of your citizenship documentation.**

Acceptable forms of citizenship documentation for financial aid include:

- Birth certificate showing you were born in the United States (which includes Puerto Rico, Guam, the US Virgin Islands, American Samoa, Swain's Island or the Northern Mariana Islands, unless the person was born to foreign diplomats residing in the United States).
- US State Department Form FS-240 (Consular Report of Birth Abroad of a Citizen of the United States), FS-545 (Certificate of Birth-Foreign Service), DS-1350 (Certificate of Report of Birth) or the INS Form G-639, the Freedom of Information Act form.
- Valid US passport (current or expired).
- Certificate of Citizenship (N-560 or N-561) or Certificate of Naturalization (N-550 or N-570). Although older versions of these certificates advise holders not to photocopy them, the INS has confirmed that these may be photocopied as long as it is for lawful purposes.

NOTE: Social Security cards or driver's licenses are NOT acceptable documentation of US citizenship status.

Contact Financial Aid Services if you are a citizen of the Republic of Palau, the Marshall Islands, or the Federated States of Micronesia.

If you are **not** a US Citizen, US National or a Citizen of the Pacific Islands, you must correct the answer to #14-15 on your 2018-2019 FAFSA application data at the US Department of Education. You may follow the instructions on Part 2 of your 2018-2019 Student Aid Report or call 1-800-4FEDAID for assistance. If you filed your FAFSA on-line, you can go to www.fafsa.ed.gov and correct your application on-line.

If you have any questions, please contact our office.

Financial Aid Services

CERTIFICATION OF TRUE, EXACT, AND COMPLETE COPY OF THE ORIGINAL DOCUMENTS

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
(Print student's full name)

am providing a copy of my 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.

List of document(s):

<u>NAME OF VALID PHOTO ID (driver's license, e.g.)</u>	<u>EXPIRATION DATE OF VALID PHOTO ID</u>	<u>ISSUING AUTHORITY OF VALID PHOTO ID</u>

<u>NAME OF CITIZENSHIP AND/OR IMMIGRATION DOCUMENT(S) (certificate of naturalization, e.g.)</u>	<u>EXPIRATION DATE (IF ANY) OF CITIZENSHIP AND/OR IMMIGRATION DOCUMENT(S)</u>

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 on the basis of the information and documents I have provided.

Student's Signature Student's ID Number

Date

*Sign in the presence of a notary public

State of: _____, *County of:* _____ §:

Subscribed and sworn to before me this _____ *day of* _____, _____.

My commission expires: _____, _____.

