

CITIZENSHIP AFFIDAVIT

Student Name: _____

Student ID Number: P _____

Your citizenship status was not confirmed by the Department of Homeland Security (DHS) or Social Security Administration (SSA) when you initially submitted your FAFSA. As a result, you are required to submit additional documentation to the Office of Student Financial Planning to determine your eligibility for financial aid. Please select one of the two steps here to complete the process.

I Can Appear In-Person:

Bring your original citizenship/identification documents to the Student Financial Planning Office; you will need to complete this form in the presence of a Financial Planning Staff member.

STOP! – No need to continue below.

I Need to Mail in My Form:

Complete Steps 1, 2, and 3 with a notary and mail the original (notarized) form and copies of all supporting documentation (citizenship and identification) to the Office of Student Financial Planning.

Complete steps 1, 2, & 3 with a Notary.

STEP 1: ACCEPTABLE DOCUMENTATION

This form is used for the collection of DHS or other U.S. citizenship/nationality documents from students attending Wingate University. The list below details the most common documents submitted by students. Additional options can be found by following this link: <https://studentaid.gov/understand-aid/eligibility/requirements/non-us-citizens>. Please select the box beside the document(s) you are submitting with this form:

- U.S. Birth Certificate, U.S. Issued Passport, U.S. Certificate of Citizenship, or U.S. Certificate of Naturalization
- U.S. Permanent Residence Card or U.S. Resident Alien Card
- Other: _____

STEP 2: STUDENT CERTIFICATION

I certify that I, _____, (*Student's Printed Name*) am the individual signing this statement and I am providing a copy of my documents along with a copy of a valid government-issued photo identification card bearing my portrait. I certify that the attached documents and government-issued photo identification are true, exact, and complete copies of the originals issued to me. 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 Signature: _____

Date: _____

You must sign this form in the presence of a Financial Planning Staff Member or Public Notary

STEP 3: NOTARY'S CERTIFICATE OF ACKNOWLEDGEMENT

State of _____ City/County of _____.

On _____ (date), before me, _____ (Notary's Name), personally appeared, _____ (Printed name of the signer), and provided to me on basis of satisfactory evidence of identification _____ (Type of government-issued photo ID provided) to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal _____ (Notary signature).

My commission expires on _____ (Date) (seal)

You must return this **ORIGINAL** form to our office either in person or by mail. Faxed/Emailed copies will not be accepted. You can submit the form by mail to: **Wingate University / Office of Student Financial Planning / PO Box 159 / Wingate NC 28174**

Official Use Only:

FA Staff Member: _____ Date Processed: _____ Outcome: _____

