



2027/2028 Citizenship Affidavit

Student Name: _____

Student ID: _____

This form is for the collection of Department of Homeland Security (DHS) or other U.S. citizenship/nationality. Please choose one of the options below:

OPTION 1 (IN-PERSON): Turning DHS or other U.S. citizenship/nationality documents IN PERSON. Please present the following information to the Financial Aid Office:

1. An unexpired valid government-issued photo identification (ID), such as, but not limited to a driver's license, other state-issued ID, or signed passport, AND
2. An unexpired original valid document that confirms you are a U.S. citizen, national, or eligible noncitizen,

Note: Presenting a signed unexpired passport fulfills the Identification Requirement for Number 1 and Number 2.

If Presenting documents IN-PERSON to a Carroll University Financial Aid Official, please sign and date below:

Student Signature _____ Date: _____

OPTION 2 (UNABLE TO PRESENT IN-PERSON): If you are unable present these documents in-person at the Financial Aid Office, you must complete the bottom section of page one and complete page two in the presence of a Notary and mail to Carroll University at the address below (fax, upload, or email copies are not accepted).

1. A copy of the unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or signed passport that is acknowledged in the notary statement below, AND
2. A true, exact, and complete copy of the original document(s) issued to you that confirms you are a U.S. citizen, national, or eligible noncitizen that is acknowledged in the notary statement below, AND
3. The original notarized Student Certification of Citizenship/Immigration Status, below, signed in the presence of a Notary

Note: Presenting a signed unexpired passport fulfills the Identification Requirement for Number 1 and Number 2.

OPTION 2 IN PRESENCE OF A NOTARY PUBLIC **ONLY COMPLETE IF OPTION 2 SELECTED**

I certify that I, _____, am the individual signing this statement, and I am providing a copy of my
(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.

List of document(s):

<u>NAME OF VALID PHOTO ID</u> (i.e. Driver's License or Passport)	<u>EXPIRATION DATE OF VALID PHOTO</u> <u>ID</u>	<u>ISSUING AUTHORITY OF VALID PHOTO</u> <u>ID</u>

<u>NAME OF CITIZENSHIP AND/OR IMMIGRATION DOCUMENT(S)</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 information and documents I have provided.

Student's Signature (ink signature required)

Notary Public (stamp to the right, must be original and not a copy)

Commission expiration date

Date

OFFICE USE ONLY (for documents checked in-person)

The documentation presented to verify identity: ☐ Driver's License ☐ Passport ☐ Other: _____

Documentation received in person? ☐ Yes - copy made, dated and signed by Carroll University Staff

I verify that I am an institutional authorized individual and have seen the documentation stated above.

Signature

Title

Date

OFFICE USE ONLY (for documents checked via notary)

The documentation presented to verify identity: ☐ Driver's License ☐ Passport ☐ Other: _____

Notary Seal viewed? ☐ Yes - copy made, dated and signed by Carroll University Staff

I verify that I am an institutional authorized individual and have seen the documentation stated above.

Signature

Title

Date

If Presenting to a Notary, MAIL pages 1 and 2 of this document and signed copies of your Identification Document(s) to:

**Carroll University
Attn: Financial Aid Office
100 N. East Ave.
Waukesha, WI 53186**