

2016-2017 Verification of Citizenship Documentation for Use of Federal Student Financial Aid

Your citizenship status was not confirmed based on the 2016-2017 Free Application for Federal Student Aid (FAFSA®). Proof of your citizenship and/or immigration status is now required. The original copy of this completed form, with your original signature, must be provided to DeVry University by presenting this documentation in person at a DeVry University location, providing an electronic copy to DeVry University Student Finance or by mailing the documentation to DeVry University Student Finance Operations.

Steps to complete and return this form:

- **If submitting in person** – Please schedule an appointment with a Student Finance staff member at your local campus. Section C of this form must be signed in the presence of, and presented to, an authorized DeVry University Student Finance staff member. Your citizenship and/or immigration documentation will need to be verified at that time by presenting your citizenship and/or immigration documentation along with a valid government-issued photo identification, such as, but not limited to, a driver's license, other state-issued identification, or passport.
- **If submitting electronically** – Section D of this form must be signed in the presence of, and notarized by, a notary public. Your identity will need to be verified at that time by presenting a valid government-issued photo identification, such as, but not limited to, a driver's license, other state-issued identification, or passport. The citizenship and/or immigration documentation and notary seal must be visible on the electronic copy for this form to be considered valid. A copy of the citizenship and/or immigration documentation presented to the notary public to complete Section D will need to be placed in Section E of this form. Once completed, please submit this form electronically to Student Finance through email or fax 877.453.3879.
- **If submitting by mail** – Section D of this form must be signed in the presence of, and notarized by, a notary public. Your identity will need to be verified at that time by presenting a valid government-issued photo identification, such as, but not limited to, a driver's license, other state-issued identification, or passport. A copy of the citizenship and/or immigration documentation presented to the notary public to complete Section D will need to be placed in Section E of this form. Once completed, please mail the form to:

DeVry University Student Finance
2349 West Lake Street, Suite 100
Addison, IL 60101

A. Student Information

| | | | |
|---------------------|--------------------------|--------------|------------|
| Student Name | Student ID Number | | |
| Address | City | State | Zip |
| Phone Number | Email Address | | |

B. Documentation List

In the table below please list the documentation items that will be attached:

| 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) |
|--|--|
| | |
| | |
| | |

C. Verification of Citizenship Documentation (If Submitting in Person)

Complete this section only in the presence of an authorized DeVry University colleague.

I certify that I _____ am the individual signing this
(Print Student's Full Name)

Verification of Citizenship Documentation, 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 the true, exact, and complete copies of the originals issued to me.

I understand that providing false documents or misleading information 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 | Student ID Number | Date |
|--------------------------|--------------------------|-------------|

Student Name

Student ID Number

D. Verification of Citizenship Documentation (If Submitting Electronically or by Mail)

Complete this section only while in the presence of a notary public.

I certify that I _____ am the individual signing this
(Print Student's Name)

Verification of Citizenship Documentation, 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 the true, exact, and complete copies of the originals issued to me.

I understand that providing false documents or misleading information 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

Student ID Number

Date

Notary's Certificate of Acknowledgement

State of _____ City/County of _____

On _____, before me, _____,
(Date) **(Notary's name)**

personally appeared, _____ and proved to me on basis of
(Printed name of signer)

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
(seal)**

(Notary signature)

My commission expires on _____
(Date)

Student Name

Student ID Number

E. Attached Documentation

In the space below, place and copy your citizenship and/or immigration documentation and government-issued photo identification. Please ensure to copy both front and back of documentation where applicable.

**Place and Copy Citizenship or Immigration Documentation and Government-issued Photo Identification Here.
Please attach any additional pages that do not fit in this section.**

This Section for Use by Authorized DeVry University Colleagues Only

I hereby certify this documentation was received and completed in my presence on the date noted below.

Colleague Name (Printed)

Colleague Signature

Date