Financial Aid Office
1000 W Campus Drive
Wausau, WI 54401-1899
Phone: 715.803.1647 * Fax: 715.301.2904
Email: financialaid@ntc.edu

CITIZENSHIP VERIFICATION

The U.S. Department of Education was unable to verify your citizenship status at the time your 2026-2027 FAFSA was processed. Please review the list of eligible citizenship statuses for Title IV financial aid purposes and the documentation that can be used to confirm each status.

Student Information

Last Name	First Name	M.I.	NTC Student ID
Address (include apt. no.)		E-mail Address	Date of Birth
City	State		Phone Number (include area code)

THERE ARE TWO WAYS TO VALIDATE YOUR CITIZENSHIP:

Option #1) You, the student, must present this completed form and one piece of **original** documentation listed below to a Financial Aid Administrator (FAA) on the NTC Wausau campus.

U.S. CITIZENSHIP DOCUMENTATION

☐	A copy of your U.S. Birth Certificate (born in U.S. or its territories – not abroad)
☐	U.S. Passport front & inside, current or expired, signed, does NOT show "limited" status
☐	Passport Card front & back, current or expired (one year duration not acceptable)
☐	A copy of your Consular Report of Birth Abroad (FS-240), your Certificate of Birth Foreign Service (FS-545), or your Certification of Report of Birth (DS -1350).
☐	A copy of your Certificate of Citizenship (N-560 or N-561) or your Certificate of Naturalization (N-550 or N-570) issued by USCIS.
☐	Certificate of Citizenship.
☐	Certificate of Naturalization.

CITIZEN OF THE FREELY ASSOCIATED STATES

☐	I-94 or Passport from the Freely Associated States – Pell only (if eligible) – No federal student loans Palau citizens Pell, FSEOG, and Work-study (if eligible) – No federal student loans

AFGHAN CITIZENS & NATIONALS PAROLEES

☐	Paroled into U.S. **between July 31, 2021, and September 30, 2023** may have a separate I-94 with notation: *Special Immigrant Status (SQ/SI) Parolee, Sec 602(b)(1) AAPA/Sec 1059(a) NDAA 2006, Date ___ USCIS officer:* _____
☐	**I-766** Employment Authorization Document with C11 category

ELIGIBLE NON-CITIZEN DOCUMENTATION

☐	Original, unexpired, Alien Registration Receipt Card (I-151) (both sides), Resident Alien Card/Permanent Resident Card (I-551), or conditional Resident Alien Card (I-551, I-94 or I-94A).
☐	Original Arrival/Departure Record (I-94) or Departure Record (I-94A) with the endorsement "Processed for I-551 …" and having a valid expiration date and appropriate information filled in.
☐	Original, unexpired foreign passport with I-551 endorsement.
☐	Original documentation showing you have been designated as a Refugee, Asylum Granted, Parolee or Cuban-Haitian Entrant or Conditional Entrant (I-94, I-94A or I-571 with proper endorsement).

VICTIM OF HUMAN TRAFFICKING OR BATTERED IMMIGRANT–QUALIFIED ALIEN

☐	A copy of your eligibility letter from Health and Human Services (HHS) or a T-visa
☐	A copy of your 1-797, Notice of Action form from USCIS, with a valid expiration date verifying financial aid eligibility.

PLEASE NOTE: This is not a comprehensive list of documents. If your citizenship document is not listed above, please contact our office.

CERTIFICATION AND SIGNATURE

By signing this form, I certify that all of the information reported on it is complete and correct.
WARNING: If you purposely give false or misleading information on this form, you may be fined, sentenced to jail, or both.

Student's Signature _____ Date _____

To be completed by an NTC Financial Aid Administrator:

*Student presented original documentation in person on (date) _____.
*A copy of the original documentation has been made for inclusion in the student's electronic file with the words "Copied from original," the date, and my initials: YES ❑ NO ❑
*Signature of FAA: _____

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AFFIDAVIT OF CITIZENSHIP DOCUMENTATION

Option #2) If you, the student, cannot complete the citizenship validation process in person, then you must have this form notarized in the box below. **This affidavit must be completed and signed in the presence of a notary public**.

Please mail this **original notarized** form, a photocopy of the acceptable citizenship documentation, and a photocopy of a valid photo ID to:

Northcentral Technical College
Financial Aid Office
1000 West Campus Drive
Wausau, WI 54401-1899

Note: The United States Citizenship and Immigration Services (USCIS) in the Department of Homeland Security (DHS) permits photocopying of these documents for the purpose of applying for student financial aid.

To be completed by a Notary if student cannot appear in person – certification of true, exact, and complete copy of the original documents:

State of _____ City/County of _____

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

personally appeared, _____, and provided to me
(Printed name of signer)

on basis of satisfactory evidence of identification _____ AND
(Type of **original** Citizenship and/or Immigration Documents)

_____ to be the above-named person who signed the attached
(Type of valid photo ID)

_____.
(Type of **original** Citizenship and/or Immigration Documents)

WITNESS my hand and official seal
(seal)

_____
(Notary signature)

My commission expires on _____.
(Date)

Student's Statement of Certification: I certify that the information given to document my citizenship status is true, exact, and complete. I understand that providing false or misleading information or documents is punishable by fine or imprisonment and may make me liable for a repayment of any funds received on the basis of the information and documents that I have provided.

_____
Student's Signature **(signed in presence of Notary if Option #2 chosen)** Date