



Date: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_

Student ID: \_\_\_\_\_  
First Name: \_\_\_\_\_  
Email Address: \_\_\_\_\_

*Please update your account in SiS if the email address and phone number listed above is different.*

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, (print students full name) \_\_\_\_\_, am the individual signing this statement, and I am providing The University of Massachusetts-Lowell 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 I am attaching the documents and government issued photo identification and they are the true, exact, and complete copies of the originals issued to me.

List of documents(s):

Name of Valid Photo ID	Expiration Date	Issuing Authority of Valid Photo ID

Name of Citizenship and/or Immigration Document (s)	Expiration Date (If Any)

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 \_\_\_\_\_ Date \_\_\_\_\_

**TO BE COMPLETED BY A NOTARY PUBLIC**

*If state mandated, must include embossed Notary Public seal*

State of:	
County of:	Exp:
The above named person personally appeared before me and proved to me satisfactory evidence of identification, to be the above-named person who signed the foregoing instrument. I also certify that the attached documents are true and exact copies of original documents:	
List Type of government-issued photo ID provided:	
Printed Name:	
Signature:	Date:



### **How to Complete Your Citizenship Certification**

- Step 1.** Gather originals of citizenship/immigration documents and government-issued photo identification.
- Step 2.** Bring documents, photo-identification, and a blank copy of Citizenship Affidavit (2016-2017 Certification of True, Exact, and Complete Copy of the Original form) to a notary.
- Step 3.** Photocopy citizenship documents and government-issued photo identification.
- Step 4.** Complete Affidavit form with notary, have all forms and documents notarized.
- Step 5.** Submit completed Affidavit, notarized copies of citizenship documentation, and government-issued photo identification to The Solution Center either via U.S. mail or via email in PDF format (no photographs).

### **Examples of Acceptable Citizenship/Immigration Documents**

- U.S. Passport or U.S. Passport Card
- U.S. Birth Certificate
- Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- Certificate of Naturalization/Certificate of Citizenship
- Form I-94 or Form I-94A

### **Examples of Acceptable Government Issued Photo Identification**

All documents must NOT be EXPIRED

- State-issued Driver's License or non-drivers I.D.
- Military I.D.
- U.S. Passport or U.S. Passport Card
- Permanent Resident Card or Alien Registration Receipt Card (Form I-551)