



CIRCLE ONE: Image as INS or CTZ Paperwork

Grid for Student Last Name

Student Last Name

Grid for Student First Name

Student First Name

Grid for Student ID starting with 0

Student ID

Grid for Date of Birth (mmddyy)

Date of Birth (mmddyy)

CERTIFICATION OF TRUE, EXACT, AND COMPLETE COPY OF ORIGINAL DOCUMENTS

Student Acknowledgement Statement (to be completed by the student):

This form is for the collection of Department of Homeland Security (DHS) or other U.S. citizenship/nationality documents from students unable to present their documents in person.

I certify that I, _____, am the individual
Print your (student) full name

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 (or likeness).

I certify that the ATTACHED government issued photo identification and Citizenship/Immigration documents are true, exact, and complete copies of the originals issued to me. Complete the document section below.

Government Issued Photo ID (Driver License, State Issued ID):

Table with 2 columns for Name of Valid Photo ID, Expiration Date of Valid Photo ID, Issuing Authority of Valid Photo ID

Citizenship or Immigration Document:

Table with 2 columns for Name of Citizenship Document or Immigration Document, Expiration Date of Citizenship Document or Immigration Document

I certify that all information and documentation submitted is true and correct to the best of my knowledge. I understand that purposely providing false or misleading information on this form may result in a reduction or repayment of aid, fines, imprisonment, and/or possible dismissal from the University. If asked by an authorized school official, I agree to provide additional proof of the information/documentation provided with this form. I authorize the University to verify any third-party documentation which I have submitted.

*MUST be signed below in the presence of a notary public

Student Signature: _____

Date: _____

Notary's Certificate of Acknowledgement *(to be completed by the Notary)*

State of _____

City/County of _____

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

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

on basis of satisfactory evidence of identification _____ and
(Type of government-issued photo ID provided)

_____ to be the above-named person who signed the foregoing instrument.
(Citizenship or Immigration Document)



WITNESS my hand and official seal

(Notary signature)

My commission expires on _____
 (Date)

STUDENT INSTRUCTIONS – READ CAREFULLY:

- 1) Complete and sign this Affidavit in the presence of a Notary Public and provide the notary with the original documents; AND
- 2) ATTACH TO THIS AFFIDAVIT:
 - a. A copy of the government issued photo ID you presented to the notary; **AND**
 - b. A copy of your Citizenship or Immigration Document that you presented to the notary

RETURN ALL THE ABOVE DOCUMENTS TO: finaidforms@franklin.edu

For Office Use Only:

<input type="checkbox"/> Approved by: _____	Reason:	<input type="checkbox"/> Document Status changed to Approved Date _____
<input type="checkbox"/> Denied by: _____ Date: ___/___/___	Reason:	<input type="checkbox"/> Denied - Document status remains blank <input type="checkbox"/> Student notified denied
<input type="checkbox"/> INCOMPLETE Paperwork:	What is needed:	<input type="checkbox"/> Student notified INC Date _____