

PROOF OF CITIZENSHIP REQUIRED

Your Student Aid Report (SAR) may indicate you must submit proof of your citizen status to the Office of Financial Aid and Scholarships at your school. To continue processing your financial aid request, you must present the **original** document **in person** to a staff member in the Financial Aid Office. If you are attending the Harmony or Wilsonville campus, you may present the original to the appropriate campus representative.

Acceptable Documentation:

- Copy of student's birth certificate showing U.S. birthplace
- Copy of U.S. passport, current or expired, except limited passports (which are typically issued for short periods, such as a year, and which don't receive as much scrutiny as a regular passport when applying)
- Copy of U.S. passport card
- Certificate of Citizenship, including student's name, certificate number, and the date the certificate was issued
- Certificate of Naturalization, including student's name, certificate number, Alien Registration Number, name of the court (and date) where naturalization occurred
- Certification of Birth Abroad, form GS-545, DS-1350, or FS-240, "Reported of Birth Abroad" including an embossed seal indicating "United States of America" and "State Department"
- Unexpired Permanent Resident Card or Resident Alien Card (Form I-551)
- Foreign passport including a Machine Readable Immigrant Visa (MRIV). The MRIV must appear in the holder's unexpired passport and must be endorsed with an admission stamp and the statement "Upon endorsement serves as temporary I-551 evidencing permanent residence for 1 year"
- I-94 Arrival-Departure Record, must be stamped "Processed for I-551" with expiration date or "Temporary Form I-551 with appropriate information filled in"
- Form CBP I-94A, computer-generated form replaces, in many instances, but not all, the Form I-94 that was completed manually. The form must be annotated with designated field office with jurisdiction over the port of entry, the three-letter code located under the word "ADMITTED" indicating the port of entry and the stamp's unique four-digit number
- United States Travel Document, containing the Reentry Permit, Form I-327, and the Refugee Travel Document (Form I-571)

Check your myClackamas account for all financial aid correspondence and your Award Letter.

Secure submission of documents can be completed in person, by mail, or fax to:

Office of Financial Aid and Scholarships · Roger Rook Hall · 19600 Molalla Avenue, Oregon City, OR 97045

Phone: 503-594-6082 Fax: 503-722-5864 · e-mail: finaid@clackamas.edu · www.clackamas.edu