

## 2025-2026 Proof of Citizenship

Complete this form if you are unable to bring your original citizenship documentation in person to the Office of Financial Aid. **Do not sign this form *until* you are in front of a notary.** The original completed form (not a copy) must be mailed to the Office of Financial Aid at the address listed at the bottom of the form along with a copy of your citizenship documentation (copy both the front and back, if applicable).

Student Name: \_\_\_\_\_ JC ID: \_\_\_\_\_

(Printed)

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, \_\_\_\_\_, am the individual signing this statement, and I

(Print Student's Full Name)

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 documents and government issued photo identification are the true, exact, and complete copies of the originals issued to me.

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

List of acceptable documentation: *birth certificate showing you were born in the U.S., passport showing U.S. Citizenship, or Certificate of Citizenship or Naturalization from the Department of Homeland Security.*

Name of Citizenship and/or Immigration Document	Expiration Date (if any) of Citizenship and/or Immigration Document(s)

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

**Notary's Certificate of Acknowledgement**

State of \_\_\_\_\_ City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_, and proved to me  
(Printed name of signer)

on a basis of 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)

**Mail to:**

**Jackson College  
Office of Financial Aid  
ATTN: Bert Walker Hall  
2111 Emmons Rd.  
Jackson, MI 49201**