



Office of Financial Aid and Scholarships

# Citizenship/Identity Verification

## Affidavit

Revised: 1/2026

Page 1 of 1

Student Name:

NSHE ID:

### SECTION 1: INSTRUCTIONS

If you are unable to appear in person, you may complete **proof of citizenship or Identity Verification** requirements by presenting your documentation to a public notary. The student must provide to the institution a completed Notary's Certificate of Acknowledgment (below).

**Please note that the use of an online notary is not permitted through federal regulations, and you must complete this form with an in-person notary.**

- **Proof of Citizenship:** Please only complete sections 2, 4, 5 & 6
- **Identity Verification:** Please only complete sections 3, 4, 5 & 6

### SECTION 2: CITIZENSHIP DOCUMENTATION

Check one of the following documents listed below and attach a copy of the selected document.

<input type="checkbox"/>	<b>Certificate of Naturalization.</b> <i>Document must be signed.</i>
<input type="checkbox"/>	<b>Certificate of Citizenship.</b> <i>Document must be signed.</i>
<input type="checkbox"/>	<b>Birth Certificate.</b>
<input type="checkbox"/>	<b>U.S. Passport. Current or expired.</b> <i>Document must be signed.</i>
<input type="checkbox"/>	<b>Passport Card</b>

### SECTION 3: IDENTITY VERIFICATION

You must present the notary an unexpired valid, government issued photo ID. A copy of the presented ID **MUST** accompany this document at the time of its submission. Check one of the following documents listed below and attach a copy of the document to this form.

<input type="checkbox"/>	<b>U.S. Passport.</b> <i>Document must be signed.</i>
<input type="checkbox"/>	<b>Driver License</b>
<input type="checkbox"/>	<b>Non-driver's identification card</b>
<input type="checkbox"/>	<b>Permanent Resident Card or Resident Alien Card</b>
<input type="checkbox"/>	<b>Certificate of Naturalization.</b> <i>if it contains a recognizable photo, even though it does not have an expiration date.</i>
<input type="checkbox"/>	<b>State issued voter ID</b>
<input type="checkbox"/>	<b>Inmate ID issued by a correctional facility</b> <i>(government owned or privately run), even if it does not have an expiration date and only as long as they are still confined or incarcerated</i>
<input type="checkbox"/>	<b>Other state-issued ID</b>



Office of Financial Aid and Scholarships

# Citizenship/Identity Verification

## Affidavit

Revised: 1/2026

Page 2 of 2

Student Name:

NSHE ID:

### SECTION 4: CERTIFICATION

I certify that I, \_\_\_\_\_ (Student's full name), am the individual signing this statement, and I have attached a copy of the document indicated in section 2 and/or 3. By signing below, I certify that the attached documents are true, exact, and complete copies of the originals issued to me.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### SECTION 5: NOTARY/THIRD PARTY ACKNOWLEDGEMENT

Complete the section Below:

**You must present the original copy of document selected above to a notary public.** A copy of the presented document must accompany this form at its submission.

#### Notary's Certificate of Acknowledgment

In the State of \_\_\_\_\_ and City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_, personally appeared,  
(date) (Notary's Name)

\_\_\_\_\_, and proved to me because of satisfactory evidence of identification,  
(Signer's Name)

\_\_\_\_\_ to be the above named person who signed the forgoing instrument.  
(Type of ID Provided to Notary)

**WITNESS** my hand and official seal,

\_\_\_\_\_  
(Notary Signature)

My commission expires on \_\_\_\_\_  
(Date of Expiration)

**Notary  
Public**

(Notary's Seal)

### SECTION 6: SUBMISSION OF COMPLETED DOCUMENT

Please ensure that all items listed below are included with your submission:

	<b>Completed Citizenship/Identity Verification Form.</b>
	<b>Notary's Certificate of Acknowledgment.</b> <i>Must include the notary's original signature, date, and seal/stamp</i>
	<b>Copy of the identification document(s) presented to the notary</b>

After completing this form and having it notarized, please send copies of all required documents to:

**MAIL**

University of Nevada, Reno  
Financial Aid  
MS 0076  
Reno, Nevada 89557-0076