



Office of Financial Aid and Scholarships
Citizenship/Identity Verification
Affidavit

Revised: 1/2026

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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.

	Certificate of Naturalization. Document must be signed.
	Certificate of Citizenship. Document must be signed.
	Birth Certificate.
	U.S. Passport. Current or expired. Document must be signed.
	Passport Card

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.

	U.S. Passport. Document must be signed.
	Driver License
	Non-driver's identification card
	Permanent Resident Card or Resident Alien Card
	Certificate of Naturalization. if it contains a recognizable photo, even though it does not have an expiration date.
	State issued voter ID
	Inmate ID issued by a correctional facility (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
	Other state-issued ID



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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:

**Notary
Public**

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's Seal)

SECTION 6: SUBMITION OF COMPLETED DOCUMENT

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

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

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
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