

**NATIONAL UNIVERSITY**  
Financial Aid Office  
11355 North Torrey Pines Road  
La Jolla, CA 92037-1011  
(858) 642-8500

## **CITIZEN INFORMATION SHEET**

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Students who state they are U.S. Citizens on their financial aid application must have their status confirmed by the Social Security Administration. Since your citizenship status was not confirmed, you must provide documentation to the Financial Aid Office.

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**In order to continue processing your award, you must submit one of the documents listed below:**

- A copy of your birth certificate showing that you were born in the United States
- A Certificate of Citizenship. The Certificate must include the following:
  - Your name
  - The certificate number, and
  - The date the certificate was issued
  - A Certificate of Naturalization - While older versions of these certificates advise the holder not to photocopy them, the INS has confirmed that it is permissible for a school to photocopy the certificate for our records.
- Report of Birth Abroad of a Citizen, Form FS-240
- Certificate of Birth - Foreign Service, Form FS-545
- Certificate of Birth, Form DS-1350
- The INS Form G-639, the Freedom of Information Act Form
- U.S. Passport stamped "Non-citizen National" - may be current or expired
- U.S Passport Card, must copy both front and back

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Note: INS requires a copy of both the front and back of the requested document. Please make sure the document is legible. Contact the Financial Aid Advisor at your campus if you have questions.

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