

Submit forms utilizing one of the options below. Note: email is not a secure form of communication, do not submit documents via email.

- Electronically via the Secure Document Upload Center - [financialaid.buffalo.edu/forms/documentation-upload-center/](https://financialaid.buffalo.edu/forms/documentation-upload-center/). Submit your .pdf, .jpg, .jpeg, or .docx files with your UB Person Number included in the file name.
- Fax to 716-645-6566
- By mail to Financial Aid at 1Capen, Capen Hall, Buffalo, NY 14260

### Student Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Person Number: \_\_\_\_\_

### Parent Information

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

### Instructions

Citizenship verification is required to confirm your eligibility to borrow a Federal Direct Parent PLUS Loan. Check the status below that applies to you. Submit this form along with clear copies of the front and back of the required documents listed in the applicable section below. Photocopies must be clear and legible. **Write your student's UB Person Number at the top of all submitted documents.**

**I am a U.S. Citizen.** Submit:

1. Your **signed** Social Security Card; **AND**
2. **One** of the five documents listed below:
  - a. U.S. Birth Certificate
  - b. U.S. Passport (must be signed and not expired)
  - c. U.S. Passport Card
  - d. Certificate of Naturalization/Citizenship (must be signed)
  - e. Form FS-240 or FS-545 or DS-1350 with embossed seal of State Department

*\*\*Update your status with the Social Security Administration to avoid this requirement in the future.\*\**

**I am an Eligible Non-Citizen.** Submit:

1. Your **signed** Social Security Card; **AND**
2. **One** of the three documents listed below.
  - a. Alien Registration Receipt Card with picture, copy both sides. (I-151, I-551, or I-551C with valid expiration date)
  - b. Arrival - Departure Record (I-94) with the INS stamp. (Proof of being processed for an I-551 with valid expiration date) The following statuses are allowed:
    - Refugee
    - Asylum Granted
    - Paroled (must confirm minimum of 1-year and status has not expired)
    - Conditional Entrant (valid only if issued before April 1, 1980)
    - Cuban/Haitian Entrant, status pending
  - c. T-1 visa issued to student's parent

**I am NOT a U.S. Citizen or an Eligible Non-Citizen as described above.**

No supporting documentation required. Sign and return this form.

### Certification and Signature

I certify that all information provided in this document is true, complete and accurate to the best of my knowledge. I further understand that any false statement or misrepresentation will be cause for denial, reduction, withdrawal, and/or repayment of financial aid. I authorize the University at Buffalo to make any change(s) necessary as a result of the updated information that I have provided.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(Hand signature, typed signatures not accepted)*