USG Lawful Presence Verification Methods Chart

1. Has student been determined eligible for federal student aid?
   - Yes → Lawful presence verified based on eligibility for federal student aid
   - No

2. Is student on an F, J or M visa?
   - Yes → Lawful presence verified through SEVIS
   - No

3. Is student a naturalized citizen, immigrant or nonimmigrant?
   - Yes → Lawful presence verified through SAVE program or through the submission of documentation listed in box 4
   - No

Student provides copy of one of the following?
- A Certified U.S. Birth Certificate showing the student was born in the U.S. or a U.S. territory. **A photocopy provided by the student is not acceptable.**
- A U.S. Certificate of Naturalization (USCIS form N-550 or N-570).
- A U.S. Certificate of Citizenship (USCIS form N-560 or N-561).
- A U.S. Certificate of Birth Abroad issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240).
- A current U.S. Passport.
- A current Driver’s License/ID issued by the State of Georgia after January 1, 2008. **A limited term license/ID or a license/ID issued for a period of less than two years is not acceptable.**
- A current military ID (service member only, not dependent). **Documented using the Confirmation of Review of Military ID Worksheet – A photocopy is not acceptable**
- A current, valid Permanent Resident Card (USCIS form I-151 or I-551)

4. **Lawful presence verified based on documentation**

5. Lawful presence NOT verified.

Notes:
Effective the Fall 2011 semester, per BOR Policy 4.3.4, Verification of Lawful Presence, any student who cannot be verified using any of the above methods is ineligible to be classified as an in-state student or to receive an out-of-state tuition waiver. Effective the Fall 2011 semester, any student who cannot be verified using any of the above methods is ineligible for admission to any institution falling under BOR Policy 4.1.6, Admission of Persons Not Lawfully Present in the United States.

Positive verification does not necessarily warrant an in-state classification, only consideration for in-state tuition classification. All students applying for in-state tuition classification must also meet the requirements outlined in BOR Policy 4.3.2, Classification of Students for Tuition Purposes. For noncitizens, this may include providing additional documentation to show that they are a lawful permanent resident, refugee, asylee, or other eligible noncitizen as defined by the Federal Title IV regulations as eligible for consideration for in-state tuition classification, per BOR Policy 4.3.2.3, Non-Citizens.

Documentation must be valid (unexpired) at the time of the lawful presence review in order to satisfy the verification requirement based on documentation. In order for lawful presence to be verified based on eligibility for federal student aid, students must be eligible for the aid the term the student is applying for in-state tuition. If applying to an institution falling under BOR Policy 4.1.6, the student must be eligible for the aid for the term of admission.

Institutions may utilize E-Verify to satisfy the lawful presence verification requirement for any current employee who is requesting admission to an institution falling under BOR Policy 4.1.6 or who is requesting to pay tuition at the in-state rate.