

### U.S. Citizen/Eligible Non-Citizen Authentication of Documentation

Students may verify their U.S. citizenship/eligible non-citizenship status by either appearing in person at The HUB or providing notarized authentication of their document. If appearing in person, you will provide your identification, and a university-designated staff member will review your identification document for approval.

If you are unable to appear in-person, you will need to have this form completed by a notary (see notary section) and provide a copy of the identification used. Once you have the notarized form and copy of your identification, you may upload your completed and notarized form to [My Student Aid](#), which is our preferred submission method. However, if you are unable to successfully upload this document through My Student Aid you can email it to [thehub@andrew.cmu.edu](mailto:thehub@andrew.cmu.edu) or by mail at the address listed above.

Examples of documentation that may be used to verify U.S. citizenship/eligible non-citizenship status are a U.S. passport, Birth Certificate, Certificate of Naturalization, Permanent Resident Card, or Resident Alien Card. **A driver's license is not a valid document for confirming citizenship.**

#### Authentication of U.S. Citizen/Eligible Non-Citizen Documentation *(This section must be completed by the student)*

I certify that I, \_\_\_\_\_ am the individual signing this U.S. Citizen/Eligible Non-Citizen  
(Print Student Name)

Authentication of Documentation.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Handwritten Signature Required)

Student Andrew ID: \_\_\_\_\_

*This section is to be completed by a Notary if the student is unable to appear in person at Carnegie Mellon University.*

#### NOTARY'S CERTIFICATE OF ACKNOWLEDGMENT

State of \_\_\_\_\_ City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_, personally appeared,  
Date Notary Name

\_\_\_\_\_ and proved to me on basis of satisfactory  
Name of Student  
evidence of documentation \_\_\_\_\_, to be the above-named  
Type of Citizenship Documentation Provided  
person who signed the preceding statement.

Witness my hand and official seal

(Seal)

My commission expires on \_\_\_\_\_  
Date

\_\_\_\_\_  
Notary Signature

#### FOR OFFICIAL USE ONLY / CARNEGIE MELLON DESIGNATED STAFF

Name of University-Authorized Official (print): \_\_\_\_\_ Date: \_\_\_\_\_

Signature of University-Authorized Official (handwritten signature): \_\_\_\_\_

Type of ID: \_\_\_\_\_

Check this box to certify this ID was presented in-person, reviewed and determined to be a valid document: ☐

*Please attach a copy of the ID along with this form.*