



To: USC Upstate Students

From: Donette Stewart, USC Upstate Citizenship Verification Official

Re: New State Law requiring verification of citizenship

Pursuant to section 59-101-430 of the South Carolina Code of Laws, as amended in 2008, the University of South Carolina has adopted a general enrollment policy effective January 1, 2009. To attend a public University in the state, a student must be a citizen or national of the United States or an alien lawfully present in the United States.

Students must now provide proof of citizenship before being allowed to enroll in classes at the University.

This verification process has been adopted to deter and prevent false claims of citizenship by unlawful aliens attempting to evade the eligibility requirements of section 59-101-430.

We have done all that we can to verify your status using information legally available to us, but the University has been unable to verify the fact that you are a citizen or national in any other way but to ask you to present your own proof of U.S. citizenship*.

You must complete the form on the reverse and send it, along with proof of citizenship* to the University of South Carolina Upstate Citizenship Verification Office.

The deadline for submitting these documents is prior to attending orientation or registration. If the documents are not submitted, we will be obligated to place a hold on your registration in order to comply with state law.

Thanks for your cooperation, and we apologize for the inconvenience this may cause.

*Proof of Citizenship -One of the following documents can be mailed along with the form on the reverse:

- Copy of your South Carolina driver's license if you first became a licensed driver **after January 1, 2002**
- Certified Birth Certificate indicating that you were born in the United States or a territory of the United States

If proof of citizenship is based upon any of the following documents, you must bring the original document along with this form to the Enrollment Services Office in the HEC Building:

- Current U.S. Passport or U.S. Passport that has not been expired more than 10 years
- Certificate of Naturalization -- USCIS Form (N-550 or N-570)
- U.S. government issued Consular Report of Birth Abroad
- Certificate of Citizenship (N-560 or N-561)
- Permanent Resident Card

NOTE: If name has changed since birth, you must present all legal documents (i.e., adoption records, marriage certificate, certificate of naturalization, and court ordered name change) supporting all name changes from the name which appears on the document presented as proof of citizenship.

These websites might be of value to you:

<http://www.scdhec.net/administration/vr/birth.htm>

<http://www.vitalchek.com/>

Sincerely,

A handwritten signature in black ink that reads "Donette Stewart". The signature is written in a cursive, flowing style.

Donette Stewart
Vice Chancellor
Enrollment Services



Student Information

Last Name	First Name	M.I.
<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> High School Dual Enrollment		
VIP ID	Type of Classes	
Date of Birth (mm/dd/yyyy)	Daytime Phone (with area code)	E-mail
<input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Maymester <input type="checkbox"/> Summer I <input type="checkbox"/> Summer II / Year:		
Term/Year you expect to begin classes		

Pursuant to section 59-101-430 of the South Carolina Code of Laws, as amended in 2008, the University of South Carolina has adopted a general enrollment policy effective January 1, 2009. To attend a public university in the state, a student must be a citizen or national of the United States or an alien lawfully present in the United States. Students must now provide proof of citizenship before being allowed to enroll in classes at the University. This verification process has been adopted to deter and prevent false claims of citizenship by unlawful aliens attempting to evade the eligibility requirements of section 59-101-430.

If you are a citizen of the United States, please sign this form, attach one of the following documents verifying your citizenship, and mail the form and attachment to the above address (mark an X next to the one you are submitting):	
_____	Copy of your South Carolina driver's license <u>if you first became a licensed driver after January 1, 2002</u> . The University may verify the license with the SC Department of Motor Vehicles.
_____	Certified Birth Certificate indicating you were born in the United States or a territory of the United States, with your given name and surname, date and place of birth, date the birth record was filed, and the seal or other certification of the official custodian of the certificate.
_____	If verification of your citizenship is based on any other document (Current U.S. Passport or U.S. Passport that has not been expired more than 10 years, Certificate of Naturalization -- USCIS Form (N-550 or N-570), U.S. government issued Consular Report of Birth Abroad, Certificate of Citizenship (N-560 or N-561)), or Permanent Resident Card, you must bring this form and the original document to the Enrollment Services Office (Health Education Complex, Suite 2081).
NOTE: The University can accept photocopies of Birth Certificates, but we reserve the right to demand production of the certified original in the event we have any questions about whether the copy is true and accurate, or in the event any of the information on the copy is unreadable.	

BY MY SIGNATURE BELOW, I HEREBY ATTEST AND CERTIFY, UNDER PENALTY OF PERJURY, THAT I AM A CITIZEN OF THE UNITED STATES.*	
FULL SIGNATURE OF STUDENT	DATE
*Federal law makes it a crime, punishable by up to three years in prison, to falsely and willfully represent oneself to be a citizen of the United States.	

NOTE: If name has changed since birth, applicant must present all legal documents (i.e., adoption records, marriage certificate, Certificate of Naturalization, and court-ordered name change) supporting all name changes from the name which appears on document presented as proof of citizenship.

<p>Submit this form with your attached proof of citizenship to Enrollment Services in person, by fax, email or mail.</p> <p>Office of Enrollment Management 800 University Way, Spartanburg, SC 29303 (fax) 864-503-5727 • admissions@uscupstate.edu</p>
