

# How to Submit Citizenship Verification



Based on the information you provided on the FAFSA, the Social Security Administration (SSA) was not able to confirm your U.S. citizenship or eligible non-citizenship. Please upload a copy of your citizenship document.

**If you are a U.S. citizen**, upload one of the following:

- U.S. birth certificate
- U.S. passport (current or expired)
- wallet-sized passport card (current or expired)
- Certificate of Citizenship
- Certificate of Naturalization or
- Certificate of Birth Abroad (FS-240, FS-545, or DS-1350)

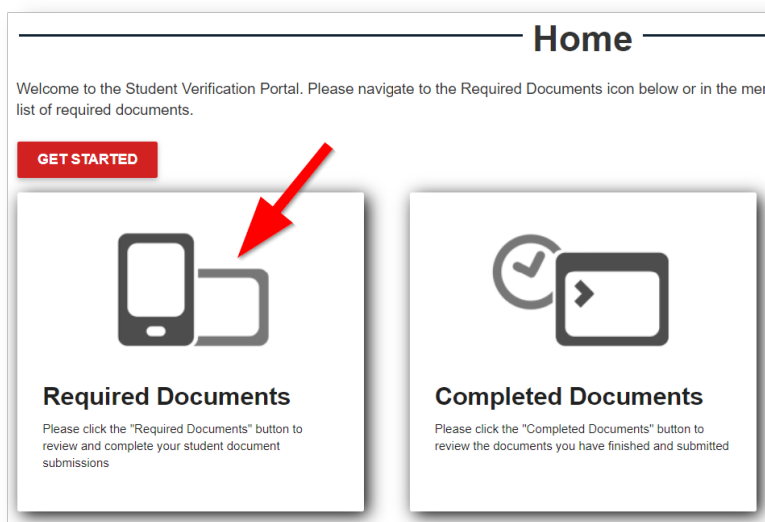
**If you are an eligible non-citizen**, upload one of the following:

- Alien Registration Receipt card (I-151, I-551, or I-151C)
- I-94 form
- INS G-641 form
- I-797 form indicating either an approved or prima facie petition under the Violence Against Women Act

Access your verification portal – <http://www.financialaid.wisc.edu/verificationportal>

Log In with your UW-Madison NetID and password.

Click on the **Required Documents** tile.



Make sure to click on the correct academic year.

## Required

The document(s) below are required to complete your financial aid process. The document is required for each award year. Click on each button in the Action column and follow the process. The document mark is located in the Submitted column (with no pending comments).

2021 - 2022	2022 - 2023	
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My Progress:

0%

Then, click on **SUBMIT** next to the required document.

All required documents must be submitted and approved before the verification process can be completed.

Document	Classification	Action	Submitted	Approved
2022-2023 Proof of U.S. Citizenship or Alien Registration/Eligible Non-Citizenship Status	C-Code	<span style="background-color: #c00000; color: white; padding: 5px 10px;">SUBMIT</span>		

### Upload a File

Please select one of the following:

I am ready to upload

Please select the type of document you are uploading:

Alien Registration Receipt Card

- Alien Registration Receipt Card
- Arrival/Departure Record, Form I-94
- Birth Certificate
- Certificate of Birth Foreign Service Post
- Certificate of Citizenship
- Certificate of Naturalization
- Consular Report of Birth Abroad
- Passport
- Permanent Resident Card
- U.S. Citizenship Verification

Select 'I am ready to upload.'

Then use the drop down menu to select the document type.

Click **BROWSE** to find your document.

Click **UPLOAD** when done.

### Upload a File

Please select one of the following:

I am ready to upload

Please select the type of document you are uploading:

Alien Registration Receipt Card

Please browse for files to upload:

BROWSE...

PDF, JPG and TIFF files are accepted

UPLOAD CANCEL