USG Process for Verifying Student Lawful Presence

Effective Fall 2011

During the October 2010 meeting, the Board of Regents approved two new policies: Policy 4.1.6, Admission of Persons Not Lawfully in the United States, and Policy 4.3.4, Verification of Lawful Presence. We understand that there are many questions regarding these policies and how they will impact student admission and their classification as in-state or out-of-state for tuition purposes. The purpose of this web page is to answer those questions and to provide information that will help students know what to expect when applying to college.

Policy 4.3.4 requires that all ABAC students provide proof that they are eligible for in-state tuition. There are several methods by which students can do this.

First, if you have received an award letter from ABAC indicating that you received federal financial aid -- not HOPE scholarship funds -- but federal aid, you do not need to provide us with any documentation. Federal aid is typically received in the form of a Pell grant, DLSub loan, UnSub loan or SEOG grant. In Banner, you can check your Stallion Status Page to see that we have documented your lawful presence through the federal financial aid process.

If you did not receive federal financial aid, the easiest way to provide documentation is simply to submit a copy of a state issued ID to processing using the Submit Student Documents to Processing link on the MyABAC Resources Page. This link is found under the Resource Area under the dropdown menu named Student Helpful Links. MyABAC Resources Page can be found at http://www.abac.edu/myabac. This must be a ID card or driver's license issued by the State of Georgia after January 1, 2008. Please allow a minimum of 48 hours for your documentation to be validated on your Stallion Status page.

Additional means of providing documentation are:

1. A certified U.S. birth certificate showing that you were born in the U.S. or a U.S. territory. A photocopy cannot be accepted. Please note that http://www.vitalchek.com provides instructions for ordering a certified U.S. birth certificate.
2. A U.S. Certificate of Naturalization (USCIS form N-550 or N-570)
3. A U.S. Certificate of Citizenship (USCIS form N-560 or N-561)
5. A current U.S. Passport
6. A current ID issued by the State of Georgia after January 1, 2008
7. A currently military ID (service member only, not dependent)
8. A current, valid Permanent Resident Card (USCIS form I-151 or I-551)
Again, if you received federal financial aid for Fall 2011, simply check that we have documented your lawful presence in Banner on your Stallion Status Page

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Provide us with a State of Georgia Driver's License issued after January 1, 2008, or one of the eight options listed above.

ABAC is required to verify the lawful presence of incoming students who have not provided one of the above documents and seek to be classified for in-state tuition using one of the following methods:

- Systematic Alien Verification for Entitlements (SAVE) Program if you do not have a current F visa
- SEVIS for non-citizens possessing an F visa

Applicants who are not United States citizens and not permanent residents and seek to be classified for in-state tuition must provide the following:

- A current copy of your visa and I-94. If you have a current Employment Authorization Card, please include a copy of it with your documents.

For more information:

http://www.usg.edu/student_affairs/students/verification_of_lawful_presence