



ADMINISTRATIVE POLICY

General Provisions 3.8

Documentation

POLICY STATEMENT

If the Department of Homeland Security is unable to confirm a student's claim to be an eligible noncitizen as defined under [668.33\(a\)\(2\)](#), NSC will request documentation from the student in order to submit Department of Homeland Security Form G-845: Document Verification Request. For any student with an ISIR comment code of 105 or 109, NSC will request via email that the student submit documentation substantiating the student's eligible noncitizen status. The student will be given a deadline of 30 days prior to the last day of the final semester within the award year for which the student is requesting aid or June 1st, whichever comes first. This request will also notify the student that no determination will be made as to their eligible noncitizen status pending the receipt of the requested documentation. This request will also notify the student that failure to submit documentation within this timeframe will cause the student to become ineligible to receive assistance under the Federal Student Aid programs for the award year.

REASON FOR POLICY

This section is required per 34CFR [668.134](#)

CONTACTS

SUBJECT	CONTACT	PHONE	EMAIL
Primary Contact(s)	Anthony Morrone	702-992-2156	Anthony.Morrone@nsc.edu
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HISTORY

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