Citizenship Documentation Affidavit
(FXCITZ)

Marquette Central, Office of Student Financial Aid
P.O. Box 1881
Milwaukee, WI 53201-1881
Email: marquettecentral@marquette.edu
Website: mu.edu/central
Phone: (414) 288-4000

Student
Legal Name: ____________________________ MUID #: __________________

INSTRUCTIONS
Either:
The student must appear in person at Marquette Central, Zilber 121, to verify their citizenship/nationality by presenting:
1. An unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver’s license, other state-issued ID, or signed passport, AND
2. An unexpired original valid document that confirms you are a U.S. citizen, national, or eligible noncitizen, AND
3. The student must sign, in the presence of a Marquette University official, the Student Certification of Citizenship/Immigration Status, below.

Or:
If the student is unable to appear in person at Marquette Central to verify their citizenship/nationality, the student must mail the following (upload, fax, and email copies will not be accepted) to Marquette University at the address above:
1. A copy of the unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver’s license, other state-issued ID, or signed passport that is acknowledged in the notary statement below, AND
2. A true, exact, and complete copy of the original document(s) issued to you that confirms you are a U.S. citizen, national, or eligible noncitizen that is acknowledged in the notary statement below, AND
3. The original notarized Student Certification of Citizenship/Immigration Status, below, signed in the presence of a Notary.

FOR OFFICE USE ONLY:
Date Reviewed and Updated: _______________________________

In Person: Original ID and Citizenship documentation presented and copies made by me for review.
Date Received: ___________________________ 
Authorized Name: ________________________________ 

Via Notary: SDS original Notary Seal Viewed.
Initials: ____________________________
(Per Federal Regulations cannot accept faxed, emailed, or uploaded copies.)

Marquette Central, P.O. Box 1881 Milwaukee, WI 53201-1881 Phone: (414) 288-4000 Fax: (414) 288-1718 Email: marquettecentral@marquette.edu