

## Lawful Presence Verification

**DEHP Students: You must provide documentation of legal residency before you'll be permitted to register!**

***\*\*\*Visit the Admissions Office to present your documentation prior to your March Advising session.\*\*\****

### What is meant by Lawful Presence Verification?

The Board of Regents of the University System of Georgia requires institutions to verify the lawful presence in the United States of all admitted students entering state colleges and universities in the fall 2011 semester or later. Students will have a Residency Verification registration hold placed on their record until the lawful presence verification requirement is satisfied.

### How can students verify Lawful Presence?

- Students admitted on an F, J or M Visa will have their lawful presence verified through the *Student and Exchange Visitor Information System (SEVIS)*.
- Students admitted on any other Visa will have their lawful presence verified through the *Systematic Alien Verification for Entitlements (SAVE) Program*.
- **All other students must present one of the following legal documents to the Office of Undergraduate Admissions to satisfy the lawful verification requirement. Documents must be presented in person.** Parents are permitted to bring these documents to the Admissions office on behalf of their student. *Please bring your KSU ID# so it can be linked with your documentation.*
  - A current driver's license issued by the State of Georgia after January 1, 2008. *Note: learner's permits and provisional licenses are acceptable. "Limited term" licenses issued to non-citizens are not acceptable.* A color photocopy showing both sides of the driver's license is permitted.
  - A Certified U.S. Birth Certificate showing the student was born in the U.S. or a U.S. territory. *Must be the original with embossed seal - a photocopy is not acceptable.*
  - A current U.S. Passport.
  - A current ID issued by the State of Georgia after January 1, 2008.
  - A U.S. Certificate of Naturalization (USCIS form N-550 or N-570).
  - A U.S. Certificate of Citizenship (USCIS form N-560 or N-561).
  - A U.S. Certificate of Birth Abroad issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240).
  - A current valid Permanent Resident Card.

More information about this policy is available on the Admissions webpage at <http://enrollmentservices.kennesaw.edu/lawful-presence.php>. Please direct inquiries about this policy to the **Office of Admissions at 470-578-6500**.

### Directions to Admissions - *See map on reverse*

The Admissions office is located across Chastain Road from the main KSU campus. It is on the first floor of the Town Point office building, which is located behind the Spring Hill Suites hotel. On Chastain Road, coming from I-75, take a left onto Town Point Drive, which is just opposite Kennesaw State University Road. Once on Town Point Drive, turn right just behind the hotel and then left into the parking area.

### **Physical address for GPS devices:**

**3391 Town Point Drive, Suite 1000, Kennesaw, GA 30144**

Office hours: Monday through Thursday, 8 a.m. – 5:45 p.m., Fridays 8 a.m. – 4:45 p.m.