RANDOLPH COMMUNITY COLLEGE | OFFICE OF FINANCIAL ASSISTANCE

2027-2028 Certification of True, Exact, and Complete Copy of Original Documents (*Submission Method – Paper Mail)*

Students required to submit U.S. Citizenship/nationality documents must certify they are true, exact, and a complete copy of original documents. For this reason, you must provide the following to the Office of Financial Assistance and Engagement:

(a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a **driver's license, other state-issued ID, or passport**; **AND**

(b) The original Certification of True, Exact, and Complete Copy of Original Documents form, which must be notarized, along with copies of required U.S. Citizenship/nationality documents. If the notary statement appears on a separate page than the Certification of True, Exact, and Complete Copy of Original Documents, there must be a clear indication that the Certification of True, Exact, and Complete Copy of Original Documents was the document notarized.

I certify that the attached documents and government issued photo identification are the true, exact, and complete copies of the originals issued to me.

List of document(s):

Name of Valid Photo ID	**Expiration Date of Valid Photo ID**	**Issuing Authority of Valid Photo ID**

Name of Citizenship and/or Immigration Document(s)	**Expiration Date (if any) of Citizenship and/or Immigration Document(s)**

I understand that providing false or misleading information or documents is punishable by fine or imprisonment and may make me liable for repayment of any funds received based on the information and documents I have provided.

_____ _____

Student's Signature Student's RCC ID Number

Rev 12/03/2025

Notary Section:

State of _____
City/County of _____
On_____, before me, _____,
(Date) (Notary's name)
personally appeared, _____, and proved to me
(Printed name of signer)
because of satisfactory evidence of identification _____
(Type of unexpired government-issued photo ID provided)
to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal
(seal) _____
(Notary signature)

My commission expires on _____
(Date)

For Office Use Only:

Copy of ID Received: _____

Print: _____

Signature: _____