§ 668.130 General.

(a) Scope and purpose. The regulations in this subpart govern the responsibilities of institutions and students in determining the eligibility of those noncitizen applicants for title IV, HEA assistance who must, under §668.33(a)(2), produce evidence from the United States Immigration and Naturalization Service (INS) that they are permanent residents of the United States or in the United States for other than a temporary purpose with the intention of becoming citizens or permanent residents.

(b) Student responsibility. At the request of the Secretary or the institution at which an applicant for title IV, HEA financial assistance is enrolled or accepted for enrollment, an applicant who asserts eligibility under §668.33(a)(2) shall provide documentation from the INS of immigration status.

(Authority: 20 U.S.C. 1091, 1094)

§ 668.131 Definitions.

The following definitions apply to this subpart:

Eligible noncitizen: An individual possessing an immigration status that meets the requirements of §668.33(a)(2).


Primary confirmation: A process by which the Secretary, by means of a matching program conducted with the INS, compares the information contained in an Application for Federal Student Aid or a multiple data entry application regarding the immigration status of a noncitizen applicant for title IV, HEA assistance with records of that status maintained by the INS in its Alien Status Verification Index (ASVI) system for the purpose of determining whether a student’s immigration status meets the requirements of §668.33(a)(2) and reports the results of this comparison on an output document.

Secondary confirmation: A process by which the INS, in response to the submission of INS Document Verification Form G–845 by an institution, searches pertinent paper and automated INS files, other than the ASVI database, for the purpose of determining a student’s immigration status and the validity of the submitted INS documents, and reports the results of this search to the institution.

(Authority: 20 U.S.C. 1091)

§ 668.132 Institutional determinations of eligibility based on primary confirmation.

(a) Except as provided in §668.133(a)(1)(ii), the institution shall determine a student to be an eligible noncitizen if the institution receives an output document for that student establishing that—

(1) The INS has confirmed the student’s immigration status; and

(2) The student’s immigration status meets the noncitizen eligibility requirements of §668.33(a)(2).

(b) If an institution determines a student to be an eligible noncitizen in accordance with paragraph (a) of this section, the institution may not require the student to produce the documentation otherwise required under §668.33(a)(2).

(Authority: 20 U.S.C. 1091, 1094)

§ 668.133 Conditions under which an institution shall require documentation and request secondary confirmation.

(a) General requirements. Except as provided in paragraph (b) of this section, an institution shall require the student to produce the documentation required under §668.33(a)(2) and request the INS to perform secondary confirmation for a student claiming eligibility under §668.33(a)(2), in accordance with the procedures set forth in §668.135, if—

(1) The institution—

(i) Receives an output document indicating that the student must provide the institution with evidence of the student’s immigration status required under §668.33(a)(2); or

(2) The student’s immigration status meets the noncitizen eligibility requirements of §668.33(a)(2).
§ 668.134 Institutional policies and procedures for requesting documentation and receiving secondary confirmation.

(a) An institution shall establish and use written policies and procedures for requesting proof and securing confirmation of the immigration status of applicants for title IV, HEA student financial assistance who claim to meet the eligibility requirements of §668.33(a)(2). These policies and procedures must include—

(i) Providing the student a deadline by which to provide the documentation that the student wishes to have considered to support the claim that the student meets the requirements of §668.33(a)(2);

(ii) Providing to the student information concerning the consequences of a failure to provide the documentation by the deadline set by the institution; and

(iii) Providing that the institution will not make a determination that the student is not an eligible noncitizen until the institution has provided the student the opportunity to submit the documentation in support of the student’s claim of eligibility under §668.33(a)(2).

(b) An institution shall furnish, in writing, to each student required to undergo secondary confirmation—

(1) A clear explanation of the documentation the student must submit as evidence that the student satisfies the requirements of §668.33(a)(2); and

(2) A clear explanation of the student’s responsibilities with respect to the student’s compliance with §668.33(a)(2), including the deadlines for completing any action required under this subpart and the consequences of failing to complete any required action, as specified in §668.137.

(Approved by the Office of Management and Budget under control number 1840–0650)

(Authority: 20 U.S.C. 1091, 1092, 1094)


§ 668.135 Institutional procedures for completing secondary confirmation.

Within 10 business days after an institution receives the documentary evidence of immigration status submitted by a student required to undergo secondary confirmation, the institution shall—

(a) Complete the request portion of the INS Document Verification Request Form G–845;

(b) Copy front and back sides of all immigration-status documents received from the student and attach copies to the Form G–845; and