

## Selective Service Form

Your Free Application for Federal Student Aid (FAFSA) generated a flag regarding your status with the Selective Service System. The Department of Education was unable to verify your Selective Service registration or exemption. Federal law requires men between the ages of 18 through 25 to register with the Selective Service System. The law states that before being awarded Federal Student Aid, students must resolve any conflicts regarding their selective service status.

You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. Please carefully read **ALL** instructions on page 3 **prior** to completing each section.

Complete **Part B** if you did not register for select service and you are **not** exempt.

Complete **Part C** if you did not register for select service and you are exempt.

### PART A: Student Information

**NAME:** \_\_\_\_\_ **LIST ANY OTHER NAMES USED:** \_\_\_\_\_

**LAST FOUR DIGITS OF SSN:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_ **GENDER:** \_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_ **EMAIL ADDRESS :** \_\_\_\_\_

### PART B: Selective Services Explanation

This section is required for students whose selective service status could not be verified and the student is not eligible for an exemption. You must check the box to indicate your selection.

**I did not register with the Selective Service System between the ages of 18 and before age of 26.**

Students must contact Selective Service to request a **Status Information Letter**. If requested, you are required to submit this form, the Status Information Letter, and supporting documentation to your financial aid office.

Visit [www.sss.gov](http://www.sss.gov) to complete the Status Information Letter Request Form. The form must be printed, completed, and mailed to the Selective Service. Once the Selective Service has processed the request form, the Status Information Letter will be mailed to you. Submit the Status Information Letter to your financial aid office upon request.

**Select the box that applies (Select ONLY one):**

I did request a Status Information Letter from the Selective Service. The form is attached to this document.

I did request a Status Information Letter from the Selective Service. The form is **not** attached to this document. I will submit it immediately after I receive it from Selective Service (within 24 hours of reception).

Please explain your reason for not registering with Selective Service.

**PART C: Selective Service Exemption**

Select the appropriate exemption. Attach copies of supporting documentation. See the Instructions on page 3 for information regarding supporting documentation. You are required to select that you are requiring an exemption and submit the corresponding information. Both options must be checked.

**I did not register with Selective Service between the ages of 18 and before age of 26 because I am exempt.**

**MILITARY**

Note: Attach a copy of the DD214 (or DD Form 4 if still on active duty).

**DATES OF ACTIVE DUTY SERVICE:** \_\_\_\_\_ **TO** \_\_\_\_\_

**DATES OF RESERVE DUTY SERVICE:** \_\_\_\_\_ **TO** \_\_\_\_\_

**DATES OF MILITARY SCHOOL SERVICE:** \_\_\_\_\_ **TO** \_\_\_\_\_

**MILITARY SCHOOL ATTENDED:** \_\_\_\_\_

**INCARCERATED, INSTITUTIONALIZED, HOSPITALIZED, OR CONFINED TO HOME**

Select one and list the applicable dates.

**INCARCERATED DATES:** \_\_\_\_\_ **TO** \_\_\_\_\_  **INSTITUTIONALIZED DATES:** \_\_\_\_\_ **TO** \_\_\_\_\_

**HOSPITALIZED DATES:** \_\_\_\_\_ **TO** \_\_\_\_\_  **CONFINED TO HOME DATES:** \_\_\_\_\_ **TO** \_\_\_\_\_

**PUBLIC HEALTH SERVICE**

Are you a commissioned public health service officer on active duty or a member of the reserve of public health service on specified active duty?

**YES**  **NO** **SERVICE:** \_\_\_\_\_

**NONCITIZEN/ALIEN DATE YOU ENTERED THE UNITED STATES FOR THE FIRST TIME:** \_\_\_\_\_

**USCIS (FORMERLY INS) STATUS AT TIME OF ENTRY:** \_\_\_\_\_

You are required to provide proof of entry (Passport, I-94, or Visa). If these documents were surrendered to gain U.S. citizenship status, submit proof of U.S. citizenship.

**List all alien status(es) held since entering the country, and provide dates. (Attach separate sheet if necessary.)**

**Status:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Status:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**COMPACT OF FREE ASSOCIATION**

**You are a Citizen of:**  Republic of Palau  Republic of the Marshall Islands  Federated States of Micronesia

**TRANSEXUAL At birth my gender was:** \_\_\_\_\_ **(Attach copy of birth certificate.)**

**Certification and Signature**

By signing below I certify that I did not refrain from registering with the Selective Service System knowingly or willfully and the information submitted is true to the best of my knowledge

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student Name (Print):** \_\_\_\_\_ **Last Four Digits of SSN:** \_\_\_\_\_

# INSTRUCTIONS PAGE

This is the instructions page for the Selective Service Explanation and Exemption Form. This form is required for United States citizens or noncitizens first entered the United States after age 26 and are requesting exemption from the Selective Service requirement. Part A and the respective exemption section (Part B for non-exemptions; Part A for eligible exemptions) are required. Read the instructions carefully.

## PART A: Student Information

- **Name:** you must provide your complete name, and any other names you have ever used. If you have more than one last name, you must provide both names.
- **Date of Birth:** you must provide your current age, in order to be determined for exemption
- **Gender:** you must provide your gender, in order to be determined for exemption
- **Daytime Telephone Number:** You must provide a telephone number where you can be reached during the day, in case we need to contact you.
- **Email Address:** You must provide your e-mail address in case we need to contact you.

## PART B: Selective Services Explanation

This section is required for students who failed to register for selective service and are not exempt. You must provide an explanation as to why you did not register for selective service at the age of 18 and before the age of 26. Student are required to submit a letter from Selective Service regarding their status. The Status Information Letter can be requested online by completing the Status Information Request Form.

- In addition to providing an explanation in Part B, you must submit a copy of the Status Information Letter Received from the Selective Service.
- In order to receive a selective service status information letter, you must go to [www.sss.gov](http://www.sss.gov) to fill out a status information request form. This form is not electronic and cannot be completed online, you must print the form. Please complete the form and mail it to the address listed on the document. It will take additional time for Selective Service to process your request. You may contact the Selective Service System at 888-655-1825 for additional assistance.
- The Status Information Letter will be mailed to the student once the request has been processed by the Selective Service.
- This form may be submitted separately from the Status Information Letter. Once the status information letter is received via mail, please submit it to your financial aid office via fax or email.

## PART C: Selective Service Exemption

This section is required for students who are requesting an exemption. You must indicate which exemption you are selecting. In this section, document and explain why you did not register with Selective Service. This section contains five different reasons for exemption. You must select and submit documentation for any and all exemptions that apply to you.

- **Military:** To obtain proof of military service (DD-214, Official Military Personnel File) write to National Personnel Records Center, GSA, Military Personnel Records Center, 9700 Page Blvd., St. Louis, MO, 63132 or visit <http://www.archives.gov/veterans/military-service-records>.
- **Incarcerated, institutionalized, hospitalized, or confined to home:** For each instance, provide type of confinement, dates of confinement, and supporting documentation.
- **Public Health Service:** Notate whether you are a commissioned public health service officer on active duty or specified active duty in the reserve of the public health service.
- **Noncitizen/Alien:**
  - If you entered the United States for the first time after your 26th birthday, you must provide documentation to support your claim. Valid documentation includes: entry stamp in your passport, I-94 with entry stamp on it, or a letter from the Bureau of U.S. Citizenship and Immigration Services (USCIS) indicating the date you entered the United States. If you entered the United States illegally after your 26th birthday, you must provide proof that you were not living in the United States from age 18 to age 26. Please note: your Resident Alien Card (Green Card) is not valid as proof of entry to the United States.
  - You are required to provide proof of entry (Passport, I-94, or Visa). If these documents were surrendered to gain U.S. citizenship status submit proof U.S. citizenship.
  - If you entered the United States as a valid non-immigrant alien, and remained in that status to your 26<sup>th</sup> birthday, you must provide documentation to support your claim. For example, if you entered the United States as an F-1 Student, and remained in that status until your 26<sup>th</sup> birthday, you would need to provide documentation indicating that you were admitted on an F-1 visa and attended school full-time as required. (Acceptable documents for this situation include copies of your I-20's or a letter from the school you attended indicating your full time attendance as a non-immigrant alien). The same thing applies for all non-immigrant statuses. You must explain, if at any point, you violated the terms of your visa, or overstayed your visa and became an undocumented alien.
  - You should provide as much information as possible. We will use the information you provide to determine your registration status.
- **Transsexual:** For individuals who have had a sex change. You must indicate what gender you were born as, and attach a copy of your birth certificate.

This document requires your manual signature. When completed, sign and date this form, and return it along with supporting documentation to the Financial Aid Office.