



# Harvard Division of Continuing Education

Student Financial Services  
51 Brattle Street  
Cambridge, Massachusetts 02138-3722  
(617) 495-4293 phone  
(617) 410-4072 fax  
studentfinance@extension.harvard.edu

## CERTIFICATION OF TRUE, EXACT, AND COMPLETE COPY OF THE ORIGINAL DOCUMENTS

This form is for the collection of DHS or other U.S. citizenship/nationality documents from students unable to present their documents in person.

I certify that I, \_\_\_\_\_, am the individual  
(Print student's full name)

signing this statement, and I am providing a copy of my documents along with a copy of a valid government-issued photo identification card bearing my portrait (or likeness).

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):

<u>NAME OF VALID PHOTO ID</u>	<u>EXPIRATION DATE OF VALID PHOTO ID</u>	<u>ISSUING AUTHORITY OF VALID PHOTO ID</u>

## EXPIRATION DATE (IF ANY) OF CITIZENSHIP AND/OR IMMIGRATION DOCUMENT (S)




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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 on the basis of the information and documents I have provided.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Student's ID Number

\_\_\_\_\_  
Date

Notary's Certificate of Acknowledgement:

Witness my hand and official seal:

Notary's signature \_\_\_\_\_

Seal:

My commission expires on \_\_\_\_\_

Please upload any documents securely by logging into your account via MyDCE Portal at <https://web.dce.harvard.edu/mydce-extension>. From the home page, choose "Document Uploader." In the Document Upload Form, select "Financial Aid Documents" in the "Documents" field. Click "Attachments" then the "Upload Files" button/bar to select your file(s) to upload. Click the "Submit" button.