

From: Nuria Vargas on behalf of Rafael Gonzalez
Sent: Friday, June 28, 2013 2:08 PM
Subject: G-845 FORM NEEDED TO CLEAR CITIZENSHIP COMMENT CODES 046,105 & 109

Dear School Owners and Financial Aid Personnel,

We want to remind you of the following process if you see the comment codes 046, 105 & 109-citizenship on the student ISIR.

You must do two things to clear the hold.

- 1) You must submit the paper form G-845 through the Immigration and Naturalization Service. Here is the link to download the form and submit.
<https://www.us-immigration.com/immigration-forms/form-G-845.jsp>

Once you receive the response from INS the next step is:

- 2) Update the RGM system to clear the hold if the G-845 shows the student is eligible for Financial Aid.

Thank You,

Rafael Gonzalez, President
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