

**Policy Number/Title:** 2.3.1.12 Verification of Lawful Presence of Students  
**Effective Since:** 04/20/2021  
**Last Revision Approved:** 04/20/2021  
**Responsible Office:** Office of Records and Registration, Office of Admissions,  
The Graduate School, the International Center, Academic  
Affairs

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### **1. Scope:**

This policy applies to all students.

### **2. Definitions:**

This section was intentionally left blank.

### **3. Policy:**

This policy applies to any person enrolled in a course(s) offered by Winthrop University, excluding students outside the United States enrolled in 100% online programs.

An alien unlawfully present in the U.S. is not eligible to attend a public institution of higher learning in South Carolina, and is not eligible on the basis of residence for a public higher education benefit, including, but not limited to, scholarships, financial aid, grants, or resident tuition.

This policy is adopted pursuant to section 59-101-430 of the South Carolina Code of Laws, as amended, which provides as follows: (A) An alien unlawfully present in the United States is not eligible to attend a public institution of higher learning in this State, as defined in Section 59-103-5. The trustees of a public institution of higher learning in this State shall develop and institute a process by which lawful presence in the United States is verified. In doing so, institution personnel shall not attempt to independently verify the immigration status of any alien, but shall verify any alien's immigration status with the federal government pursuant to 8 U.S.C. Section 1373(c). (B) An alien unlawfully present in the United States is not eligible on the basis of residence for a public higher education benefit including, but not limited to, scholarships, financial aid, grants, or resident tuition.



#### **4. Procedures:**

##### Verification of Citizens and Nationals of the United States

Proof of Citizenship is required before a citizen will be allowed to attend classes at Winthrop University. A citizen's status need only be checked once. Winthrop shall deny enrollment to any student claiming to be a citizen or national of the United States who either cannot be verified or does not submit proof of citizenship acceptable to the verification officer.

Winthrop will attempt to verify student citizenship via legally available federal or other databases before asking students to submit proof of citizenship. Students who are unable to be verified through these databases will be asked to present proof of citizenship.

##### **Verification of Legal Presence of Non-Citizens and Permanent Residents**

Winthrop University will verify the lawful presence of all non-citizens and permanent residents admitted to the institution. All F1 and J1 visa holders will be verified through the Student and Exchange Visitor Information System (SEVIS) at the beginning of each fall and spring semester during SEVIS registration. All other non-immigrants and permanent residents will be verified through the Systematic Alien Verification for Entitlements (SAVE) program prior to initial enrollment at Winthrop University, and then yearly at the beginning of each fall semester for the duration of their enrollment at the institution.

#### **5. Resources:**

Proof of Citizenship/Legal Presence:

<https://www.winthrop.edu/recandreg/proof-of-citizenship.aspx>

#### **6. History of Revisions:**

04/20/2021	Minor Revisions
04/01/2018	Minor Revisions
02/01/2017	Policy first established

#### **7. Approvals:**

Responsible Officer Signature/Date:



Vice President/Senior Administrator Signature/Date:

President Signature/Date: