

PROCEDURE

Number: 51-14
Title: South Carolina Illegal Immigration Reform Act
Responsibility: Student Services
Original Approval Date:
Last Cabinet Review: 7/8/2025
Last Revision: 7/8/2025

Reference (Policy and/or Procedure)

SBTCE:

FDTC: 50-14 South Carolina Illegal Immigration Reform Act

Other:

Procedure Description

Procedure:

1. Each person seeking to enroll at one of the colleges within the South Carolina Technical College System must sign a Form attesting to that he or she is a US citizen, a permanent resident, or an alien lawfully present in the United States. Florence-Darlington Technical College will add a Declaration of Citizenship or Legal Presence in the United States form as a required supplemental item to its online admissions application.
2. In addition to signing this form, each student will establish that he or she is lawfully present in the United States by submitting one of the following documents:
 - a. US citizens can also complete and submit the Free Application for Federal Student Aid (FAFSA) to verify lawful presence or citizenship.
 - i. Current/valid South Carolina Department of Motor Vehicles Driver's License or Identification card (issued after January 2002) or Driver's License or Identification card issued by another state that verifies lawful presence in the United States (the following states do not verify legal presence in the United States: California, Colorado, Connecticut,

Delaware, Hawaii, Illinois, Maryland, Nevada, New Jersey, New Mexico, New York, Oregon, Utah, Vermont, Virginia, and Washington);

- ii. Birth certificate (showing birth in the United States, which includes Puerto Rico, Guam, the U.S. Virgin Islands, American Samoa, the Northern Mariana Islands, and Swains Island) and valid photo ID;
- iii. U.S. passport (current);
- iv. Certificate of U.S. Citizenship (USCIS issued Form N-560 or Form N-561) and a current valid Government issued Photo ID;
- v. Certification of Naturalization (USCIS issued Form N-550 or N-570) and a current valid Government issued Photo ID.

b. Permanent Residents must provide one of the following and a current valid Government issued Photo ID.

- i. Resident Alien Card (I-551) issued before 1997;
- ii. Alien Registration Receipt Card with photograph (I-551) issued before June 1978;
- iii. Permanent Residence Card with photograph issued since 1997; or
- iv. Letter from USCIS documenting approval of permanent resident status.

3. International students must be documented through SEVIS.

4. Other visa holders must be documented through SAVE.

5. Florence-Darlington Technical College has developed a review process through the Financial Aid Office for those students who can be verified through their FAFSA. Additionally, a secondary process has been developed where the student signs the Declaration of Citizenship or Legal Presence form and submits one of the documents above. Each student's file will be documented at the time legal presence has been verified. Students whose legal presence has not been verified by the end of the add-drop period for each semester will be notified by certified mail, have a hold placed on their student accounts,

which will preclude future class registrations, release of grades, and all other student transactions. Lastly, the student will be dismissed from the college and will be financially obligated for registered classes.