

**2016-2017**  
**Selective Service Clarification Form**

PTC ID: \_\_\_\_\_ Name: \_\_\_\_\_

**\*\*Please complete in black ink only\*\***

*Men aged 18-25 are required to register with the Selective Service System (SSS). This requirement covers men residing in the United States who are U.S. citizens or noncitizens, except that a man who is in the U.S. as a lawful nonimmigrant isn't required to register as long as he maintains that status (see the exceptions to the registration requirement under "Exemptions" below). Students who are required to register with the Selective Service must do so to be eligible for FSA funds.*

\_\_\_\_\_ I certify that I am registered with Selective Service. **Please attach a copy of your web registration record.**  
Selective Service – [www.sss.gov](http://www.sss.gov)

\_\_\_\_\_ I certify that I am not required to register with Selective Service because:

\_\_\_\_\_ I am female.

\_\_\_\_\_ I was born before 1960.

\_\_\_\_\_ I have not reached my 18<sup>th</sup> birthday.

\_\_\_\_\_ I entered the country after age 26.  
(Attach copy of your Visa, passport, etc.)

\_\_\_\_\_ I am in the armed services on active duty.  
(Note: This does not apply to members of the Reserves or National Guard who are not on active duty.)

\_\_\_\_\_ I did not register. **(See appeal guidelines on the next page.)**

*I hereby declare that all information reported on this document is true, complete and accurate to the best of my knowledge. I understand that any false statement or misrepresentation will be cause for denial, reduction, withdrawal and/or repayment of financial aid.*

**\*\*Electronic signatures cannot be accepted\*\***

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

Date: \_\_\_\_\_

PLEASE ALLOW 10 BUSINESS DAYS FOR PROCESSING.

**Appeals:**

If you are not registered for Selective Service and are past the age in which you may register, you may file an appeal for review by the College. In order to have your appeal properly reviewed, you must complete the following steps:

1. Request a Status Exemption letter from the Selective Service System at [www.sss.gov](http://www.sss.gov).
2. Following receipt of the Status Exemption Letter, prepare a statement with details which explains why you failed to register for Selective Service. You should provide as complete a description about your situation as possible: where you were living during the period when you should have registered, whether you were incarcerated or institutionalized, your citizenship status during the period, if applicable. If incarcerated or institutionalized, a complete record clearly demonstrating such confinement occurred from entering age 18 until at least age 26.

**A statement indicating a lack of knowing about the registration requirement is not sufficient for an appeal.**

3. Provide any documentation you have to substantiate your statement and reasoning and include it with your appeal. Appeals with no documentation will be denied.
4. Submit all prepared items from above to the Financial Aid Office for review. Please allow approximately 14-21 days for the review to take place. Following the review, you will receive an email with the committee's response.