PROCEDURE: Admission Requirement: SC Illegal Immigration Reform Act
Number: 4.1.6.1

Responsibility: Student Affairs
Last Updated: November 1, 2023
Related Policy: 4.1.7 Admission Requirement: SC Illegal Immigration Reform Act

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 President

Purpose:

The purpose of this procedure is to detail the admission requirements at the Technical College of the Lowcountry (TCL) as it relates to the South Carolina Illegal Immigration Reform Act. Aliens unlawfully present in the United States are not eligible to attend any of South Carolina's public institutions of higher learning. Each person seeking to enroll at one of the colleges within the South Carolina Technical College System must sign a statement attesting that he or she is a U.S. citizen, a permanent resident, or an alien lawfully present in the United States.

Procedure:

The admission requirements are as follows:

1. Credit Students
   a. Currently enrolled students for active term: The Technical College of the Lowcountry will identify all currently enrolled credit students by a specified date and match them against the list of students who have completed FAFSA applications and have an ISIR on file. In addition to signing the above referenced statement, those students enrolled, or seeking to enroll, who do not have an ISIR on file will receive a letter requesting that they bring one of the items listed below to the Enrollment Services Office by a specified date. These items will be used to establish that the person is lawfully present in the United States by meeting one of the following:
      i. U.S. Citizens can complete and submit the Free Application for Federal Student Aid (FAFSA) or provide one of the following documents:
         1. 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;

2. 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;
3. U.S. passport (current);
4. Certificate of U.S. Citizenship (USCIC issued Form N-560 or Form N-561) and a photo ID issued by a federal, state, or local government agency;
5. Certification of Naturalization (USCIC issued Form N-550 or N-570) and a photo ID issued by a federal, state, or local government agency.

ii. Permanent residents must provide one of the following, plus a photo ID issued by a federal, state, or local government agency:
1. Resident Alien Card (I-551) issued before 1997;
2. Alien Registration Receipt Card with photograph (I-551) issued before June 1978;
3. Permanent Residence Card with photograph issued since 1997; or
4. Letter from USCIS documenting that permanent resident status has been approved.
5. International students must be documented through SEVIS.
6. Other visa holders must be documented through SAVE.

Students not providing this documentation will be entered into the SEVIS or SAVE system for further verification. If the student's status is not verified by a specified date, they will be de-registered from classes and blocked from registering for classes until eligibility is verified through SEVIS or SAVE (non-refundable fees will be retained by the College).

b. New Students Entering after the current term: Students submitting an Application for Admission will be required to complete the Residency/Citizenship Affidavit on the Application for Admissions (electronic signatures are acceptable). By a specified date each semester, the College will identify all new students for the semester (first time enrolled, re-admit, transient, and transfer) and match them against the list of students who have completed FAFSA applications and have an ISIR on file. Those students who do not have an ISIR on file will receive a letter within ten working days, requesting that they bring one of the above-listed items (I.A.) to the Enrollment Services Office within two weeks.

Students who fail to provide this documentation will be entered in the SEVIS or SAVE system for further verification. If the student's status is not verified by a specified date, they will be de-registered from their current classes and blocked from registering for future semesters until their eligibility is verified through SEVIS or SAVE (non-refundable fees will be retained by the College). Transfer students who are transferring from a South Carolina public institution of higher education and were enrolled Spring 2009 or later will not need to be verified, as the

assumption will be made that they have already provided the proper documentation in order to enroll at the previous institution.

2. Dual Enrollment Students
    a. A high school student participating in Dual Enrollment Programs must sign a statement attesting that he or she is a U.S. Citizen, a permanent resident, or an alien lawfully present in the United States.
    b. In addition to signing the statement, any high school student participating in Dual Enrollment Programs seeking funds from South Carolina's Lottery Tuition Assistance Program must establish that he or she is lawfully present in the United States by meeting one of the following:
        i. U.S. Citizens can provide one of the following documents:
            1. 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.
            2. 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;
            3. U.S. passport (current);
            4. Certificate of U.S. Citizenship (USCIC issued Form N-560 or Form N-561) and a photo ID issued by a federal, state, or local government agency;
            5. Certification of Naturalization (USCIC issued Form N-550 or N-570) and a photo ID issued by a federal, state, or local government agency.
        ii. Permanent residents must provide one of the following, plus a photo ID issued by a federal, state, or local government agency:
            1. Resident Alien Card (I-551) issued before 1997;
            2. Alien Registration Receipt Card with photograph (I-551) issued before June 1978;
            3. Permanent Residence Card with photograph issued since 1997; or
            4. Letter from USCIS documenting that permanent resident status has been approved.
            5. International students must be documented through SEVIS.
            6. Other visa holders must be documented through SAVE.

3. Non-Contract Continuing Education Programs
    a. Contact Courses with Area Businesses: Under requirements for South Carolina businesses, E-Verify will be performed by the business contracting for the class(es), and only verified students will be allowed to participate.
    b. Open Enrollment Classes: Students submitting an application to take a noncredit open enrollment class will be required to complete the Residency/ Citizenship

> Affidavit on the application form (electronic signatures are acceptable). Due to the nature of the short turnaround time for these classes, no additional verification is required. However, students must be citizens or eligible non-citizens as reported on their Affidavit.

Aliens unlawfully present in the United States are not eligible to attend any of South Carolina's public institutions of higher learning. Each person seeking to enroll at one of the colleges within the South Carolina Technical College System must sign a statement asserting that he or she is a U.S. citizen, a permanent resident, or an alien lawfully present in the United States. In addition to signing the statement, the person seeking to enroll must establish that he or she is lawfully present in the United States by meeting one of the following:

U.S. Citizens can provide one of the following documents:

- 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. (As of October 2008, the following states do not verify legal presence in the United States: Hawaii, Maryland, Massachusetts, Michigan, New Mexico, North Carolina, Oregon, Texas, Utah, and Washington);
- 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;
- U.S. passport (current);
- Certificate of U.S. Citizenship (USCIC issued Form N-560 or Form N-561) and a photo ID issued by a federal, state, or local government agency;
- Certification of Naturalization (USCIC issued Form N-550 or N-570) and a photo ID issued by a federal, state, or local government agency.

Permanent residents must provide one of the following, plus a photo ID issued by a federal, state, or local government agency:

- Resident Alien Card (I-551) issued before 1997;
- Alien Registration Receipt Card with photograph (I-551) issued before June 1978;
- Permanent Residence Card with photograph issued since 1997; or
- Letter from USCIS documenting that permanent resident status has been approved.
- International students must be documented through SEVIS.
- Other visa holders must be documented through SAVE.