



SECURE CERTIFICATE OF INDIAN STATUS (SCIS)

APPLICATION FOR ALREADY REGISTERED PERSONS

ADULTS (16 YEARS OF AGE OR OLDER), CHILDREN (15 YEARS OF AGE OR YOUNGER) AND DEPENDENT ADULTS

Privacy Act Statement

Only information needed to respond to program requirements will be requested. Collection, use, and disclosure of personal information are in accordance with the *Privacy Act*. In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the *Privacy Act*. The authority to collect and use personal information for the Indian Registration and the Secure Certificate of Indian Status programs is derived from the *Indian Act*. We use the personal information we collect to issue a Secure Certificate of Indian Status to registered persons. We may share the personal information you provide as outlined under Personal Information Bank AANDC PPU110 (Info Source <http://www.aadnc-aandc.gc.ca/eng/1100100011039/1100100011040>). The information collected is retained by the Department for 30 years after the last administrative action and then transferred to Library and Archives Canada (or as described in the Personal Information Bank). You have the right to access the personal information you give us and request changes to incorrect information. If you have questions or wish to notify us of incorrect information, you may call us at 1-800-567-9604. For more information on privacy issues, you can consult the Privacy Commissioner at 1-800-282-1376.

- ▶ **Complete this form online, or write in block letters using black or dark blue ink.**
- ▶ Instructions (83-172IE) to complete the form : visit www.canada.ca/indian-status or call 1-800-567-9604.
- ▶ SCIS is the abbreviation for Secure Certificate of Indian Status.

Reason for Application (Select ONE option)

- First SCIS
 Renewal
 Replacement (lost, stolen, damaged SCIS)
 Replacement (changes to personal information)

SECTION 1: Information on Person to be Issued an SCIS

Family Name	Given Name(s)
Family Name at Birth (if different from above)	Alias / Cultural Name (if applicable)
Gender: <input type="radio"/> M (male) <input type="radio"/> F (female) <input type="radio"/> X (another gender)	Date of Birth (YYYYMMDD)
Registration Number (10 digits)	First Nation/Band Name

Permanent Address Address is on Reserve

Number, Street, Apartment, P.O. Box

City/Town	Province/Territory (Canada)	State (USA)	Postal/ZIP Code
Telephone Number (Daytime)	Telephone Number (Other)	Email Address	

Mailing Address (if different from above)

Number, Street, Apartment, P.O. Box

City/Town	Province/Territory (Canada)	State (USA)	Postal/ZIP Code
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SECTION 2: Parent/Legal Guardian Information (Complete this section **ONLY** if applying for a child or dependent adult.)

Family Name	Given Name(s)	
Family Name at Birth (if different from above)	Registration Number (10 digits) (if applicable)	Date of Birth (YYYYMMDD)

Relationship to Child/Dependent Adult:

- Parent
 Custodial Parent
 Legal Guardian
 Other (Specify) _____

▶ **If applying for a child:** Are there separation agreements, court orders or legal proceedings pertaining to the custody of the child?

- No
 Yes ▶ If yes, provide copies of all legal documents.

▶ **If applying for a dependent adult,** include a copy of the Order of Guardianship.



SECTION 3: Identity Document(s) for Adult Applicant or Parent/Legal Guardian (refer to the instructions)

Document Type	Document Number	Expiry Date (YYYYMMDD) (if applicable)	Name (as it appears on the document)

SECTION 4: Name-Linking Document(s) (refer to the instructions)

Name (exactly as it appears on the document)	Document Type

SECTION 5: Photo and Signature to Appear on the Secure Certificate of Indian Status (SCIS)

- ▶ **Include two (2) unaltered, identical, Canadian passport-style photographs** (refer to the instructions for photos).
- ▶ **Sign your name inside the box without touching the borders.** You may sign with an "X", in syllabics or another language, as long as this is your usual signature. **A signature is not required if the SCIS is for a child (15 years of age or younger) or dependent adult.**



SECTION 6: Declaration and Signature

- ▶ **Failing to sign and date the declaration will delay the processing of your application.**
- ▶ **Notice to Applicants:** The Secure Certificate of Indian Status (SCIS) remains at all times the property of the Government of Canada and must only be used by the person in whose name it is issued. Any false or misleading statement with respect to this application and any supporting document, including the concealment of any material fact, selling or permitting the use of your SCIS by any other person or agency, is cause to revoke or refuse to issue an SCIS, and may lead to criminal prosecution.

Declaration: I solemnly declare that all statements made in this application are true, all documents provided to support this application are unaltered, and the enclosed photographs are a true likeness of me or the child / dependent adult. I have read and understand the Notice to Applicants and the *Privacy Act* Statement.

I request that _____, if eligible, be issued a Secure Certificate of Indian Status.
(Print Name of Adult, Dependent Adult or Child)

If applying to replace a lost, stolen, damaged or destroyed SCIS: I declare that I have not given my Secure Certificate of Indian Status (SCIS) to another person or disposed of it in an unauthorized manner. I understand that an SCIS reported lost, stolen, damaged or destroyed is no longer valid and can no longer be used. Should I regain possession of my SCIS, I understand that I am to destroy it immediately.

Signature of Adult Applicant (16 years of age or older) or Parent/Legal Guardian X	Date (YYYYMMDD)
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SECTION 7: Indian Registration Administrator (IRA)

- ▶ **If an IRA assisted in completing this form, he or she must complete and sign this section.**

Name	First Nation/Band Number or Initiator Code	IRA Signature X	Date (YYYYMMDD)
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GUARANTOR DECLARATION

Registration and Secure Certificate of Indian Status (SCIS)

General information about guarantors

A guarantor is a person who can confirm the identity of the applicant.

Family members can only act as a guarantor if they meet all the criteria listed below.

A **parent or legal guardian** applying for registration or for the Secure Certificate of Indian Status (SCIS) for a child or dependent adult **cannot act as a guarantor** for the child or dependent adult.

The guarantor must perform the following tasks, free of charge:

- Complete and **sign** the Guarantor Declaration form;
- **Sign** and date each copy of the front and back of the applicant's identity documents;
- **Sign**, date and write the applicant's name (or the name of the child or dependent adult) on the back of one printed photo or digital photo using the SCIS Photo App;
- Confirm information about the applicant if contacted by Indigenous Services Canada.

Note: Failure to complete these tasks will delay application processing.

Criteria

The guarantor must:

- have known the applicant personally **for at least 2 years**;
- be 18 years of age or older;
- be registered under the *Indian Act* OR employed in an eligible occupation;
- be available for verification and capable of answering questions about the applicant.

To know the applicant personally means that the guarantor is able to confirm information about the applicant, such as approximate age, place of birth, place of residence and physical description.

If the application concerns a child or dependent adult, the guarantor must have known the parent or legal guardian (the applicant) personally for at least 2 years and must have knowledge of the child or dependent adult.

If the guarantor is not registered under the *Indian Act*, the guarantor must be employed in an eligible occupation:

- First Nations representatives and employees (for example, chief, councillor, Indian Registration Administrator)
- Employees of Indigenous organizations
- Elected and appointed officials (for example, mayor, member of Parliament/Legislative Assembly, senator)
- Canadian federal, provincial, territorial or municipal government employees
- Justice and public safety officials (for example, judge, magistrate, lawyer, notary, paralegal, police officer, parole officer)
- Military personnel (regular and reserve forces)
- Medical professionals (for example, dentist, medical doctor, optometrist, pharmacist, chiropractor, nurse)
- Social services professionals (for example, social worker, social service worker, counsellor)
- Education professionals (for example, teacher, professor, administrator, school board member)
- Financial professionals (for example, accountant, financial advisor, actuary)
- Veterinary professionals (for example, veterinarian, veterinary technician)
- Scientific professionals (for example, engineer, chemist, geoscientist)
- Religious officials

► If an eligible guarantor cannot be found, the applicant must provide 2 references and complete the Statutory Declaration in lieu of Guarantor form (83-170E). To obtain the form, visit www.canada.ca/indian-status or call 1-800-567-9604.



GUARANTOR DECLARATION

Registration and Secure Certificate of Indian Status (SCIS)

Privacy statement

Personal information is collected, used and disclosed by Indigenous Services Canada in accordance with the [Privacy Act](https://laws-lois.justice.gc.ca/eng/acts/P-21/index.html) (https://laws-lois.justice.gc.ca/eng/acts/P-21/index.html). Only information needed to administer the Indian Registration and the Secure Certificate of Indian Status programs is collected. The authority to collect and use personal information is derived from the [Indian Act](https://laws-lois.justice.gc.ca/eng/acts/i-5/) (https://laws-lois.justice.gc.ca/eng/acts/i-5/). The information collected is used to determine entitlement to registration on the Indian Register and membership in a First Nation whose Band List is maintained by the Department, to issue a Secure Certificate of Indian Status to registered persons and for the provision of benefits and services to those who are registered. The description of this personal information collection (AANDC PPU 110, AANDC PPU 220) is available at [Info Source](https://www.sac-isc.gc.ca/eng/1353081939455) (https://www.sac-isc.gc.ca/eng/1353081939455). You have the right to access and request corrections to your personal information by contacting the department's Privacy Coordinator at 819-997-8277. For more information on privacy issues, complaints and the *Privacy Act* in general, you may consult the Privacy Commissioner at 1-800-282-1376.

Instructions

- ▶ The Declaration **must be signed by the applicant and guarantor**; failure to sign will delay application processing.
- ▶ Complete the form on-screen or write in block letters using black or dark blue ink.

SECTION 1: Applicant

The applicant is the person (16 years of age or older) applying for registration or for the Secure Certificate of Indian Status OR the parent/legal guardian applying for a child (15 years of age or younger) or dependent adult.

Family name	Given names	
Family name at birth (if different from name above)	Alias/Cultural name (if applicable)	
Date of birth (YYYYMMDD)	Registration number (10 digits) (if applicable)	
Applicant signature ▶		Date (YYYYMMDD)

SECTION 2: Child/Dependent adult (if applicable)

Complete this section if the Declaration supports a child's or dependent adult's application for registration or for the Secure Certificate of Indian Status.

Family name	Given names
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SECTION 3: Guarantor

Family name	Given names	
Registration number (10 digits) (if registered under the <i>Indian Act</i>)	Date of birth (YYYYMMDD)	
Occupation (if guarantor is not registered)	Employer name (if guarantor is not registered)	
Telephone number (daytime)	Telephone number (other)	Email address

Has known the applicant for _____ years (minimum 2 years)

Declaration: I solemnly declare that I am at least 18 years of age and have known the applicant named above for at least 2 years. I understand that the Department reserves the right to confirm my eligibility to act as guarantor, which may include searching publicly available information or the Indian Register in compliance with the *Privacy Act*. I understand that any false or misleading statement relating to this form and any document in support of the application, including the concealment of any material fact, may be grounds for criminal prosecution.

Guarantor signature ▶	Date (YYYYMMDD)
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