



## APPLICATION FOR REGISTRATION ON THE INDIAN REGISTER AND FOR THE SECURE CERTIFICATE OF INDIAN STATUS (SCIS) (FOR ADULTS 16 YEARS OF AGE OR OLDER)

### Privacy Act Statement

This statement explains the purposes and use of your personal information. Only information needed to respond to program requirements will be requested. Collection and use of personal information is 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 collection and use of your personal information for the Indian Registration and the Secure Certificate of Indian Status programs is authorized by s. 6 of the *Indian Act* <http://laws.justice.gc.ca/eng/acts/I-5/> and is required for processing your application. We use the personal information we collect to determine entitlement to registration in the Indian Register, membership in a First Nation for which the Band List is maintained by Indigenous and Northern Affairs Canada (INAC), and, if registered, to issue a Secure Certificate of Indian Status. We share the personal information you give us internally among INAC sectors, and with various federal, provincial and/or territorial government departments and agencies, including for the provision of benefits and services conferred exclusively to those who are registered. We may also disclose a First Nation's departmentally-maintained Band List to its respective council. The information collected as described in Personal Information Bank AANDC PPU110, Indian Register and Departmentally Administered Band Lists <http://www.aadnc-aandc.gc.ca/eng/1100100011039/1100100011040>, will be retained for 30 years after the last administrative action and then transferred to Library and Archives Canada. As stated in the *Privacy Act*, you have the right to access your personal information and request changes to incorrect information. Contact our office at 1-800-567-9604 to notify us of any incorrect information or to withdraw participation after submitting your information. For more information on privacy issues and the *Privacy Act* in general, you can consult the Privacy Commissioner at 1-800-282-1376.

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### GENERAL INFORMATION

- ▶ To obtain forms, visit [canada.ca/indian-status](http://canada.ca/indian-status), or call 1-800-567-9604.
- ▶ To complete your application, you may need to include a [Guarantor Declaration \(form 83-169E\)](#) or a [Statutory Declaration in Lieu of Guarantor \(form 83-170E\)](#). A Declaration is required if the application is sent by mail.

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### HOW TO SUBMIT YOUR APPLICATION

#### IN-PERSON:

- At the regional office nearest you. As an appointment may be required, it is recommended that you call ahead of time.
- For the list of offices, visit [canada.ca/indian-status](http://canada.ca/indian-status), or call 1-800-567-9604.

#### BY MAIL:

- If you send the application by mail, you must include a Guarantor Declaration with the **original signature** of your guarantor.
- The guarantor must sign and date the copies of the front and back of your supporting identity documents.  
**Note:** You must still include your **original** proof of birth document.
- If you are applying for registration AND for the Secure Certificate of Indian Status, the guarantor must also sign and date the back of one (1) of your photos and write the statement "*this is a true likeness of (your name)*".

Send the application to:

**National Processing Unit**  
Indigenous and Northern Affairs Canada  
10 Wellington Street  
Gatineau, Quebec K1A 0H4

For applications made under Bill S-3: *An Act to amend the Indian Act in response to the Superior Court of Quebec decision in Descheneaux c. Canada (Procureur général)*, or under Bill C-3: *Gender Equity in Indian Registration Act*, send to:

**Application Processing Unit**  
Indigenous and Northern Affairs Canada  
Box 6700  
Winnipeg, Manitoba R3C 5R5



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## CHECKLIST TO BE COMPLETED AND RETURNED WITH YOUR APPLICATION

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**Note:** Original documents included with the application will be returned to you.

If you need to include a Guarantor Declaration form with the application, you must submit the form with the **original signature of the guarantor**. A guarantor is a person who can confirm your identity and must meet the criteria detailed on the Guarantor Declaration form.

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### Application Form

- Section 7 of the application is signed and dated.
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### Birth Document

- Original** long form birth certificate (with the name of your parents) is included. A copy is not acceptable.
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### Supporting Identity Documents

Supporting identity documents must contain the following four (4) elements: full name, date of birth, photo and signature.

► **Indicate what is included with the application (select only one).**

- One (1) identity document that contains all the elements listed above.
- More than one identity document that, combined together, contain all the elements listed above.
- One (1) identity document that contains some but not all the elements listed above and a Guarantor Declaration form.

► **Indicate what is included with the application (select only one).**

- Original** identity documents (recommended if submitting the application in person).
- Copies** of the supporting identity documents and a Guarantor Declaration form. The guarantor must sign and date the copies of the front and back of the documents (recommended if sending the application by mail).
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### Name-Linking Document

If you are applying under a name that is different than the name on your birth certificate, you must provide a name-linking document, such as a marriage certificate and a legal name change certificate.

► **If applicable, indicate what is included with the application (select only one).**

- Original** name-linking document.
- Copy** of the name-linking document and a copy of a government-issued identity document that has your name as it appears on the application (for example, a driver's licence or health card).
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### Photos

- Two (2) unaltered, identical, Canadian passport-style photos are included. The name and address of the photographer/studio, and the date the photo was taken must be indicated on the back of one (1) photo. Photos are required only if a Secure Certificate of Indian Status is requested.
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### Adoption

► **If you were adopted as a child, indicate what is included with the application (select all that apply).**

- Copy of the **adoption order** or copy of the **letter from the Social Services authorities** confirming the details of the adoption: names of the adoptive parent(s), full name of adoptee as it appears on the adoption order, and date and place of adoption.
- Signed and dated consent form giving the Indian Registrar permission to contact the Social Services authorities for information on your birth ancestry. To obtain consent forms, call 1-800-567-9604.
- Copy of your pre-adoption birth certificate (optional, if available).
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### Mail-In Application

- If submitting the application by mail**, include a Guarantor Declaration form (see instructions on previous page).
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NOTICE TO APPLICANTS

If you identify with an Indigenous group that is not recognized under the Indian Act (non-status), you may wish to consult with that group before proceeding with an application for registration for yourself, a minor child or dependent adult.

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.

Complete this form online, or write in block letters using black or dark blue ink.

Communicate with me in English or French

SECTION 1: Personal Information

Form section for personal information including fields for Family Name, Given Name(s), Date of Birth, and Registration Number.

Mailing Address checkbox: Address is on Reserve or Crown Land

Number, Street, Apartment, P.O. Box

Form section for address details including City/Town, Province/Territory, State (USA), and Telephone Number.

Permanent Address checkbox: Address is on Reserve or Crown Land

Number, Street, Apartment, P.O. Box

Form section for permanent address details including City/Town, Province/Territory, State (USA), and Postal/ZIP Code.

SECTION 2: First Nation/Band Choice

(If your parents are affiliated with different First Nations/Bands, indicate your preference)

Form section for First Nation/Band Name and First Nation/Band Number.

SECTION 3: Document Requirements

A. Proof of Birth Document checkbox: Original document included

Form section for Proof of Birth Document details including Registration Number, Province/Territory of Issuance, and State (USA) of Issuance.

B. Name Linking Document(s)

(Provide if the name used on this application is different than the name listed on your birth document)

Table with 2 columns: Name (exactly as it appears on the document) and Document Type.



**C. Supporting Identity Document(s)**

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

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

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

**SECTION 4: Adoption Information**

(Complete this section ONLY if you were adopted as a child)

I was adopted as a child, and I believe that I have entitlement to Indian status through (select all that apply)

- My birth mother     
  My birth father     
  My adoptive mother     
  My adoptive father

**Adoptive Mother**

Family Name	Given Name(s)	Date of Birth (YYYYMMDD)
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**Adoptive Father**

Family Name	Given Name(s)	Date of Birth (YYYYMMDD)
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**Birth Mother (if known)**

Family Name	Given Name(s)
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**Birth Father (if known)**

Family Name	Given Name(s)
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▶ If you believe that you are entitled to Indian status through your **adoptive parent(s)**, complete the Family Information section below with your **adoptive parents'** information.

▶ If you believe that you are entitled to Indian status through your **birth parent(s)**, complete the Family Information section below with your **birth parents'** information, if available.

**SECTION 5: Family Information**

**A. Father**

Family Name	Family Name at Birth (if different)	Given Name(s)
Date of Birth (YYYYMMDD)	First Nation/Band Name	First Nation/Band (3 digits) or Registration (10 digits) Number
Was the father adopted?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown	<input type="checkbox"/> Parent not stated on the birth document

**B. Mother**

Family Name	Family Name at Birth (if different)	Given Name(s)
Date of Birth (YYYYMMDD)	First Nation/Band Name	First Nation/Band (3 digits) or Registration (10 digits) Number
Was the mother adopted?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown	



**C. Maternal Grandparents** (Provide information up to the first person registered. For example, if your mother is registered, information on the grandparents and great-grandparents is not required)

Family Name	Family Name at Birth (if different)	Given Name(s)	Date of Birth (YYYYMMDD)	First Nation/Band Name or Registration No.	Adopted Yes/No
Grandfather					
Grandmother					
Great-Grandfather (1)					
Great-Grandmother (1)					
Great-Grandfather (2)					
Great-Grandmother (2)					

**D. Paternal Grandparents** (Provide information up to the first person registered. For example, if your father is registered, information on the grandparents and great-grandparents is not required)

Family Name	Family Name at Birth (if different)	Given Name(s)	Date of Birth (YYYYMMDD)	First Nation/Band Name or Registration No.	Adopted Yes/No
Grandfather					
Grandmother					
Great-Grandfather (1)					
Great-Grandmother (1)					
Great-Grandfather (2)					
Great-Grandmother (2)					

**Additional Family Information (optional):** List the names of other registered relatives such as brothers, sisters, aunts, uncles, cousins. (Add separate pages if additional space is required)



**SECTION 6: Photo and Signature to Appear on the Secure Certificate of Indian Status (SCIS)**

► Select which applies to you.

- Two (2) unaltered, identical, Canadian passport-style photographs are included
- SCIS not requested

► 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 legal signature.

**SECTION 7: Declaration and Signature**

► Failing to sign and date the declaration will delay the processing of your application.

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 (if requesting a Secure Certificate of Indian Status) are a true likeness of me. I have read and understand the Notice to Applicants and the *Privacy Act* Statement.

If eligible, I \_\_\_\_\_, request to be registered in the Indian Register and, if applicable, to have  
(Print Name)

my name entered on a First Nation/Band List, as provided for under the *Indian Act*. I further request to have a Secure Certificate of Indian Status issued to me (if applicable).

Signature

Date (YYYYMMDD)

X

**SECTION 8: Indian Registration Administrator (IRA)**

► Complete this section if an IRA assisted in completing this form.

Name

First Nation/Band Number or Initiator Code

IRA Signature

Date (YYYYMMDD)

X



## REGISTRATION AND SECURE CERTIFICATE OF INDIAN STATUS (SCIS) GUARANTOR DECLARATION

### GENERAL INFORMATION

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

**Family members** may act as guarantors **only** 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) on behalf of a child or dependent adult **cannot act as guarantor** for the child or dependent adult.

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

- Complete and sign the Guarantor Declaration form.
- Sign and date the copies of the front and back of the applicant's identity documents.
- Sign and date the back of one (1) of the applicant's Canadian passport-style photographs, and write the following statement: "*This is a true likeness of (name of applicant or child or dependent adult).*"

### CRITERIA

#### The guarantor:

- Must be 18 years of age or older.
- Must reside in Canada or the United States.
- Must be accessible for verification by Indigenous and Northern Affairs Canada.
- Must have known the applicant personally **for at least two (2) years**.

**Note:** To know the applicant personally means that the guarantor is able to confirm information about the applicant, such as the name, approximate age, place of birth, physical description and some personal history such as place of residence.

#### The guarantor must be someone from the following list:

- Holder of a valid SCIS (who was 16 years of age or older when he/she applied for the card)
- Indian Registrar or Deputy Registrar
- Elected or appointed official (Band chief or councillor, Indian registration administrator, mayor, member of Parliament/Legislative Assembly)
- Medical professional (dentist, medical doctor, optometrist, pharmacist, chiropractor or registered nurse)
- Judge, magistrate or police officer (reserve, municipal, provincial, territorial or RCMP)
- Lawyer, notary public
- Minister of religion
- Postmaster/postmistress
- Senior university/college/school administration official and professor/teacher
- Professional accountant
- Professional engineer
- Registered social worker or social service worker
- Military personnel (only for Regular Force members and their dependents)
- Other occupations: visit [canada.ca/indian-status](http://canada.ca/indian-status) for a more detailed list.

If an eligible guarantor is not available, the applicant must complete the Registration and Secure Certificate of Indian Status [Statutory Declaration in Lieu of Guarantor \(form 83-170E\)](#), and provide **two (2)** references who are not relatives.

#### The references:

- Must be 18 years of age or older.
- Must reside in Canada or the United States.
- Must be accessible for verification by Indigenous and Northern Affairs Canada.
- Must have known the applicant personally **for at least two (2) years**.

**Note:** The Statutory Declaration in Lieu of Guarantor (form 83-170E) must be completed and signed before a Commissioner for Oaths, notary public or lawyer.



## REGISTRATION AND SECURE CERTIFICATE OF INDIAN STATUS (SCIS) GUARANTOR DECLARATION

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► **Complete this form online, or write in block letters using black or dark blue ink.**

**Applicant Information**

► For the purposes of this declaration, the applicant is the adult applying for registration and/or for the Secure Certificate of Indian Status (SCIS), or the parent/legal guardian applying for a child (15 years of age or younger) or dependent adult.

Family Name	Given Name(s)		
Alias / Cultural Name (if applicable)	Date of Birth (YYYYMMDD)	Registration number (10 digits) (if applicable)	
<i>I certify that I am the individual (applicant) named above</i>	Signature of Applicant		Date (YYYYMMDD)
	X		

**Name of Child/Dependent Adult (if applicable)**

Family Name	Given Name(s)
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**Guarantor Information and Declaration**

Family Name	Given Name(s)
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**Permanent Address**

Number, Street, Apartment, P.O. Box			
City/Town	Province/Territory (Canada)	State (USA)	Postal/ZIP Code
SCIS Number (on the back of the card)		Occupation (if guarantor does not have a SCIS)	
Applicant known for _____ years (minimum 2 years)		Telephone Number (Daytime)	Name of Firm/Organization (if applicable)

**Instructions for guarantors:** As needed, you must **sign** and **date** the copies of the front and back of the documents that support the applicant's identity. You must also **sign**, **date** and **write** the statement "*This is a true likeness of (name of applicant or child or dependent adult)*" on the back of **one (1)** of the two photographs.

*I solemnly declare that I am at least 18 years of age and have known the applicant named above personally for at least two (2) years. I have signed and dated the back of one photo and confirm that the image is a true likeness of the applicant, child or dependent adult, (if a Secure Certificate of Indian Status is requested). I have signed a copy of the front and back of each document to support the applicant's identity and confirm that I have seen the original document(s). I understand that any false or misleading statement on this Guarantor Declaration or relating to any document in support of this application, including the concealment of any material fact, may be grounds for criminal prosecution, and cause for the revocation or refusal to issue a Secure Certificate of Indian Status.*

Signature of Guarantor	Date (YYYYMMDD)
X	