



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.

GENERAL INFORMATION

- ▶ Please review the instructions (83-168E-I) to complete the application.
- ▶ To complete the 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.
- ▶ To obtain forms or the instructions, visit canada.ca/indian-status, or call 1-800-567-9604.

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 regional offices, visit 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 form with the **signature** of the guarantor.
- The guarantor must sign and date the photocopies 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 Registration 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



CHECKLIST TO BE COMPLETED AND RETURNED WITH THE APPLICATION

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 **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.

Application Form

- Section 7 of the application is signed and dated.

Birth Document

- Original** birth certificate listing the names of your parent(s) is included. A photocopy is not acceptable.

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).
- Photocopies** of the supporting identity documents and a Guarantor Declaration form. The guarantor must sign and date the photocopies of the front and back of the identity documents (recommended if sending the application by mail).

Name-Linking Document(s)

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.
- Photocopy** of the name-linking document and a photocopy of a government-issued identity document that has your name as it appears on the application (for example, a driver's licence).

Photos

- Two (2) unaltered, identical, Canadian passport-style photos are included. The name and address of the studio or person who took the photo, 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.

Adoption

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

- Photocopy of the **adoption order** or photocopy 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.
- Photocopy of your pre-adoption birth certificate (optional, if available).

Mail-In Application

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



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 French

SECTION 1: Personal Information

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

Permanent Address section with checkbox for Reserve and address line.

City/Town, Province/Territory, State, Postal/ZIP Code, Telephone Number, and Email Address fields.

Mailing Address section with address line and City/Town, Province/Territory, State, Postal/ZIP Code fields.

SECTION 2: First Nation/Band Choice section with name and number fields.

SECTION 3: Document Requirements

A. Proof of Birth Document section with checkbox for original document and issuance details.

B. Name Linking Document(s) section with table for name 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)
---------------	-----------------	--

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 adoptive mother
 My adoptive father
 My birth mother
 My birth 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) Number 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) Number 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					<input type="checkbox"/>
Grandmother					<input type="checkbox"/>
Great-Grandfather (1)					<input type="checkbox"/>
Great-Grandmother (1)					<input type="checkbox"/>
Great-Grandfather (2)					<input type="checkbox"/>
Great-Grandmother (2)					<input type="checkbox"/>

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					<input type="checkbox"/>
Grandmother					<input type="checkbox"/>
Great-Grandfather (1)					<input type="checkbox"/>
Great-Grandmother (1)					<input type="checkbox"/>
Great-Grandfather (2)					<input type="checkbox"/>
Great-Grandmother (2)					<input type="checkbox"/>

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 what 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)

► 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	Date (YYYYMMDD)
		X	