

# Institution and District Assessment for Undocumented Student Success in Higher Education

This tool assesses the extent to which barriers exist within individual school offices and departments for undocumented students. This audit is intended for advocates who wish to propose changes at institutions and school districts in order to implement internal policies and procedures that work for all students, no matter their citizenship status. Alternatively, this document can also be used by students who are determining the extent to which institutions are the proper fit for them. To use this resource, please download a copy or print your own.

Financial Aid Offices	Yes?	Is this information accessible online?	Is this information translated?	Are staff trained?
Are undocumented students classified as domestic students for the purposes of admissions and financial aid?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution have an alternative process to the FAFSA to assess financial need?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution have programs/scholarships that rely on receipt of federal programs (Pell Grant, work study, etc.) to qualify? If so, does your institution have alternatives - like a family income threshold - to benefit from these programs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution have programs/scholarships that require receipt of state aid (Tennessee HOPE, Promise, etc.) to qualify? If so, do those programs have alternative requirements - like a GPA requirement or Tennessee high school diploma - to receive?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are external scholarships eligible to cover non tuition costs for students?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution have access to resources available that share external scholarships accessible to undocumented students?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Admissions Offices	Yes?	Is this information accessible online?	Is this information translated?	Are staff trained?
Does your institution have an internal process to admit and enroll undocumented students?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution offer bilingual staff and/or translation services for families from different languages?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution offer admissions materials for how undocumented students should apply, enroll, and finance their education?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Student Affairs and Student Services Offices	Yes?	Is this information accessible online?	Is this information translated?	Are staff trained?
Does your institution have a website specifically dedicated to undocumented student support and information sharing?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution provide transportation support for students who cannot drive to campus?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution provide food assistance services to students, not tied to SNAP eligibility or other federal programs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution offer emergency grant funding to students experiencing financial hardship, not tied to Pell Grant receipt?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution have connections to immigration-serving organizations that can help students with status-related issues?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution offer free/low-cost access to legal services for undocumented students for immigration related issues?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is your institution knowledgeable about state-level changes to immigration policy, specifically Public Chapter 716?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your institution have a protocol to respond to and communicate implications of immigration related law changes with students?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Affairs	Yes?	Is this information accessible online?	Is this information translated?	Are staff trained?
Does your department/institution require an internship as a condition to graduate? If so, do you offer alternatives for students without a work permit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your department/institution require study abroad as a condition to graduate? If so, do you offer alternatives for students who cannot travel internationally?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do programs in your department require a background check in order to participate in certain opportunities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do jobs in your field require a professional license in order to work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>