



Trusted Source Program



1. How many years is the Secured Certificate of Status (SCIS) card valid?

The secured Certificate of Status is valid for 10 years for adult applicants (16 years and older). It is valid for 5 years for children applicants (15 years and younger).

2. How long is the wait time to receive your SCIS?

The wait time to receive your SCIS is between 12-14 weeks. There are times that an influx of applications may cause a backlog which can result in additional processing time.

3. What services does SFNS offer? Do I have to pay?

Trained SFNS staff will help you to complete your application, take your photo on-site, photocopy & verify your identification, and act as a guarantor. We will also ship your application on your behalf. There are no costs associated with using SFNS' services.

4. What do I need to bring? Do I have to bring in my own photo?

You do not need to bring a photo as a SFNS staff will take your photo on site.

A Driver's License or Health Card is the easiest source of identification.

All you need is valid Identification that is issued by a provincial, territorial, federal, or state government authority and that includes the following information:

- Your name
- Your signature
- Your photo
- Your date of birth

Variations to meet the identification requirements; see back for more details.

5. I am married/divorced or changed my name but my identification has not been updated with my new name. What do I need to provide?

Please bring your identification that meets all the requirements as outlined in question 4.

You will be asked to provide multiple legal documents linking your previous name with your current name. You will also need to provide a copy of a government-issued identification document with your current name, such as a Driver's License. Name change documents include: a change of name certificate, marriage certificate, divorce order, or an amended birth certificate with your current name. If name linking documents were provided previously to Indigenous Services Canada (ISC), you do not need to provide them again. The name linking document must be an original.

6. Can I use my laminated Certificate of Indian Status (CIS) card for identification?

You can use your CIS but, it cannot be used as your sole piece of identification. Since the SCIS and the CIS has the same issuing authority, we must validate your identity through a different source (another government issuing entity).

7. Do I need to bring my laminated CIS?

You do need your registration number. If you know your registration number, you do not need to bring your CIS with you to the appointment/clinic.

Trusted Source staff do not need to photocopy your CIS to verify the number.

8. I already have an SCIS, but I was only a child when I received it, can I use this as my identification?

You can only use a valid SCIS for an adult applicant, if you were 16 or older when you last applied for it. If you were a child when you last received a SCIS, you will need another form of identification to support your current SCIS application that meets the criteria listed in question 4.

9. I don't have my identification with me. Can I do my application by myself?

You may do your application on your own, but you will need to submit your own photos (hard copies attached to your application or submitted through the app), and you will need to secure a guarantor, that will need to fill out the information on the app, sign and review your application, and sign copies of your identifications. You will also need your guarantor to complete the Guarantor Declaration if submitting on your own.

You can access the SCIS application by following the QR code on the back.

10. I don't identify as male or female, but my identification states my assigned gender at birth. Does my application have to be the same as my identification?

You may select "Male", "Female", or "Another Gender" on your application which will be reflected on the Indian Register and displayed on your SCIS as "M", "F", or "X". The gender designation selected on the form does not need to match the gender displayed on the documents submitted with your current application or an application previously submitted to ISC.

11. Alias/Cultural name?

The alias/cultural name is an option the applicant can provide if they wish to display this name on their card.

12. Can I wear my glasses for my photo? Can I wear jewelry?

You may wear your glasses or jewelry, if they do not reflect or cause a glare in the photo. Your full face must be clearly visible. Sunglasses or tinted eyeglasses are not permitted.

13. Can more than one Trusted Source staff member sign off on my application?

One Trusted Source staff member must sign off on your application and when using the photo app.

14. How easy is the renewal process?

You may use your SCIS to renew if you are applying no earlier than 1 year before, and no later than the renewal date. You do not need any other identification for a renewal. The renewal forms are provided from the Trusted Source, or they can be found on the ISC website.

15. Where can I find the guarantor papers?

You can get the "Guarantor Declaration" form and the "Statutory Declaration in Lieu of Guarantor" form from your Trusted Source, or they can be found on the ISC website, scan the QR code. You do not need a guarantor if you are using a Trusted Source (unless identification requirements deem it necessary).



Scan the QR code for the [Application forms for Indian status and status cards \(sac-isc.gc.ca\)](https://sac-isc.gc.ca) and guarantor information.

Or copy URL in your browser:

<https://sac-isc.gc.ca/eng/1462806841047/1572461062751#sec2>

Contact Information

If you need to contact your local First Nation's Membership Administrator, SFNS can provide you with their contact information.

Trusted Source Contact Information:

Ravynne Rich – Trusted Source Coordinator

trustedsource@sfns.on.ca

Office: 519-692-5868 ext.243

Mobile: 226-219-6864

ID Requirements

Option 1 - If you have a Secure Certificate of Indian Status (SCIS) and were 16 or older when you last applied for it, provide your SCIS. No other identification is required.

Option 2 – ONE piece of identification that includes your name, date of birth, photo and signature from this list:

- Passport
- Driver's licence
- Canadian military identification (with or without a signature or date of birth)
- Identification card issued by a province or territory
- Provincial, territorial or federal Correctional Services identification (with or without a signature)
- Health card issued by a province or territory if it shows your name, date of birth, photo and signature
- Canadian citizenship card issued prior to February 1, 2012
- Canadian permanent resident card with signature (issued before February 4, 2012)
- U.S. permanent resident card

Option 3 – MULTIPLE pieces of identification that, when combined, include your name, date of birth, photo and signature, from this list:

- Health card issued by a province or territory
- Government employee identification card
- Canadian permanent resident card without signature (issued after February 4, 2012)
- U.S. passport card
- NEXUS or FAST card
- Firearms license
- U.S. Old Age Security

Option 4 – ONE piece of identification listed under option 3 and ONE document from this list:

- a Guarantor Declaration form (83-169E)
- your Certificate of Indian Status
- your Secure Certificate of Indian Status that your parent or legal guardian applied for on your behalf

Option 5 – If you currently have a Certificate of Indian Status (CIS) but were previously issued a Secure Certificate of Indian Status as an adult applicant (you were 16 or older when you applied for it), you may provide your CIS and a Guarantor Declaration form (83-169E).