

## WHY YOU SHOULD REGISTER YOUR CHILDREN?

### ***Did you know that your child is considered to be non-status until he or she is registered in the Indian Register?***

You have up to a year from birth to register your child with the Band, otherwise, the Non-Insured Health Benefits will have to be paid by you until he or she is registered. Non-Insured Health Benefits being; prescriptions, dental, glasses, etc.

### ***Firstly, is your child eligible for registration?***

Since the Indian Act was amended in 1985, we are now all categorized. You are either registered under category 6(1) or 6(2); your category can determine whether or not your child is eligible for registration within the Indian Act.

Category 6(1): You may pass your status on to your children regardless if the other parent is registered or not.

Category 6(2): You can only pass status on to your children if the other parent is also registered.

Furthermore, if only one parent is listed on a child's birth record it is assumed that the other parent is non-Indian and therefore your child would only be entitled for registration under category 6(2) or not entitled at all.

### ***What is the process for registration of Indian Status?***

1. First you need to have your child registered with the province. If your child was born in Ontario this can be done through the Newborn Registration Service at [www.serviceontario.ca](http://www.serviceontario.ca)
2. Next you will need to apply for the Long Form Birth Certificate, also known as Statement of Live Birth, this can be done online @ [www.serviceontario.ca](http://www.serviceontario.ca) OR fill in the "Request for Birth Certificate" application form and check off Certified Copy of Birth Registration (Long Form Birth Certificate) and mail to the Office of the Registrar with a \$35.00 money order to cheque payable to the Minister of Finance. (**Remember** – The appropriate guarantor must fill in and sign your application in regards to you, the applicant).
3. Once, you have received the Certified Copy of Birth Registration (Long Form Birth Certificate), bring this to the Membership Office located at 19A Complex Drive, or mail to: Membership Office, 19A Complex Drive, P.O. Box 112, Wikwemikong, ON, P0P 2J0. The Certified Copy of Birth Registration (Long Form Birth Certificate) must be accompanied by the Statement of Parental Consent form signed by both parents.
4. This information is sent to the Aboriginal Affairs and Northern Development Canada - Regional office and in turn entered onto the Indian Register System. The child's registration is usually completed within two (2) weeks and the Aboriginal Affairs and Northern Development Canada - Regional office will contact you once your child has been registered.

**DO NOT WAIT UNTIL YOU START GETTING CHARGED FOR NON-INSURED HEALTH BENEFITS TO REGISTER YOUR CHILD. REGISTER AS SOON AS YOU OBTAIN THE REQUIRED DOCUMENTS.**

FOR MORE INFORMATION, CONTACT THE MEMBERSHIP OFFICE @ (705) 859-3122, EXT. 302



## APPLICATION FOR REGISTRATION ON THE INDIAN REGISTER AND FOR THE SECURE CERTIFICATE OF INDIAN STATUS (SCIS) (FOR CHILDREN 15 YEARS OF AGE OR YOUNGER OR DEPENDENT ADULTS)

### 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 this 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 THIS 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 the supporting identity documents of the applying parent/legal guardian.  
**Note:** You must still include the **original** proof of birth document for the child/dependent adult.
- 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 photo and write the statement "*this is a true likeness of (name of the child or dependent adult)*".

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**



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 your application, you must submit the form with the original signature of the guarantor. A guarantor is a person who can confirm the identity of the applying parent/legal guardian. The guarantor must meet the criteria detailed on the Guarantor Declaration form.

Signatures and Legal Documents

- Section 9 of the application is dated and signed by both parents, the custodial parent or the legal guardian(s).
Copies of the most recent legal documents (such as a divorce judgement, separation agreement, custody or guardianship order) proving custody or guardianship to the applying parent/legal guardian are included (if applicable).

Documents Required for the Child/Dependent Adult

- Original long form birth certificate (with the name of the parents) is included. A copy is not acceptable.

If the child/dependent adult is to be registered and/or issued a Secure Certificate of Indian Status under a name other than the name listed on the birth certificate, you must provide a name-linking document, such as 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 the name of the child/dependent adult as it appears on the application (for example, a health card).

- Two (2) unaltered, identical, Canadian passport-style photos of the child/dependent adult 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.

Adoption

If the child/dependent adult was adopted, 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 his/her birth ancestry. To obtain consent forms, call 1-800-567-9604.
Copy of the pre-adoption birth certificate (optional, if available).

Documents Required for the Applying Parent/Legal Guardian

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 or more identity documents that, combined together, contain all the elements listed above.
One 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 identity documents and a Guarantor Declaration form. The guarantor must sign and date the copies of the front and back of the identity documents (recommended if sending the application by mail).

- Include copies of name-linking documents, such as a marriage certificate and a legal name change certificate, if your name as it appears on the application is different than the name listed on your identity documents, legal documents (custody order, order of guardianship, etc.) or the birth certificate of the child/dependent adult.

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. Registration under the *Indian Act* in Canada may affect your entitlement to join or be recognized by some non-status groups and your entitlement to the programs and services they may offer. The Indian Registrar does not have the power to remove a name from the Indian Register if the individual has been correctly registered, even when the individual wishes to deregister.

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 individual or agency may lead to criminal prosecution, and is cause for revocation of your SCIS and refusal to issue a SCIS in the future. Any false or misleading statement, including the concealment of any material fact may lead to a review of your entitlement to registration and revocation of your registered Indian status.

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

Communicate with me in  English  French

**SECTION 1: Child/Dependent Adult Information**

Family Name	Given Name(s)
Family Name at Birth (if different from above)	Alias / Cultural Name (if applicable)
Sex (as per Birth Certificate) <input type="radio"/> Male <input type="radio"/> Female	Date of Birth (YYYYMMDD)
Registration Number (10 digits) (if already registered as a status Indian)	First Nation/Band Name (if already registered)

**Permanent Address**  Address is on Reserve or Crown Land

Number, Street, Apartment, P.O. Box

City/Town	Province/Territory (Canada)	State (USA)	Postal/ZIP Code
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► 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, include copies of all documents.

► If applying for a dependent adult, provide a copy of the Order of Guardianship.

**SECTION 2: First Nation/Band Choice** (If the parents are affiliated with different First Nations/Bands, indicate with which First Nation/Band you would like the child/dependent adult to be affiliated)

First Nation/Band Name	First Nation/Band Number (3 digits) (if known)
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**SECTION 3: Document Requirements for Child/Dependent Adult**

**A. Proof of Birth Document**  Original document included

Registration Number on Birth Document	Province/Territory of Issuance	State (USA) of Issuance
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**B. Name Linking Document(s)** (Provide if the name of the child/dependent adult on this application is different than the name listed on the birth document)

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



**SECTION 4: Parent(s)/Legal Guardian(s) Information**

**Note:** Correspondence will be addressed to the applying parent/legal guardian unless instructed otherwise.

<b>Applying Parent/Legal Guardian</b>		<b>Other Parent/Legal Guardian</b>	
Family Name		Family Name	
Given Name(s)		Given Name(s)	
<b>Mailing Address</b> (if different than the permanent address of the child/dependent adult) Number, Street, Apartment, P.O. Box		<b>Permanent Address</b> (if different than the permanent address of the child/dependent adult) Number, Street, Apartment, P.O. Box	
City/Town	Province/Territory (Canada)	City/Town	Province/Territory (Canada)
State (USA)	Postal/ZIP Code	State (USA)	Postal/ZIP Code
Telephone Number (Daytime)	Telephone Number (Other/Cell)	Telephone Number (Daytime)	Telephone Number (Other/Cell)
Email Address		Email Address	
Is your permanent address the same as the child's/dependent adult's address? <input type="radio"/> Yes <input type="radio"/> No			
<b>Relationship to Child/Dependent Adult:</b> <input type="radio"/> Parent <input type="radio"/> Custodial Parent <input type="radio"/> Legal Guardian <input type="radio"/> Other (Specify): _____		<b>Relationship to Child/Dependent Adult:</b> <input type="radio"/> Parent <input type="radio"/> Custodial Parent <input type="radio"/> Legal Guardian <input type="radio"/> Other (Specify): _____	

**SECTION 5: Document Requirements for Applying Parent/Legal Guardian**

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

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)
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)		

**B. Name Linking Document(s)** (Provide if the name you are using on this application is different than the name listed on your identity documents, legal documents (custody order, order of guardianship, etc.) or the birth certificate of the child/dependent adult)

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



**SECTION 6: Adoption Information** (Complete this section ONLY if the child/dependent adult was adopted)

I believe the child/dependent adult has entitlement to Indian status through (select all that apply)

- The birth mother
- The birth father
- The adoptive mother
- The 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 the child/dependent adult is entitled to Indian status through his/her **adoptive parent(s)**, complete the Family Information section below with the **adoptive parents'** information.

► If you believe the child/dependent adult is entitled to Indian status through his/her **birth parent(s)**, complete the Family Information section below with the **birth parents'** information (if available).

**SECTION 7: 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 the mother is registered, information on 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 the father is registered, information on grandparents and great-grandparents is not required)

Table with 6 columns: 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. Rows include 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 8: Photo 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

SECTION 9: Declaration and Signature of Parent(s)/Legal Guardian(s)

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

I solemnly declare that I am the parent/legal guardian of the child/dependent adult. 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 the child/dependent adult. I have read and understand the Notice to Applicants and the Privacy Act Statement.

If the child/dependent adult is eligible, I request that [blank] be registered in (Print name of child/dependent adult)

the Indian Register and, if applicable, that his/her name be entered on a First Nation/Band List, as provided for under the Indian Act. I further request that a Secure Certificate of Indian Status be issued to the child/dependent adult (if applicable).

Table for signatures: Signature of Applying Parent/Legal Guardian, Date (YYYYMMDD), Signature of Other Parent/Legal Guardian, Date (YYYYMMDD). Includes 'X' marks.

SECTION 10: Indian Registration Administrator (IRA)

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

Table for IRA information: Name, First Nation/Band Number or Initiator Code, IRA Signature, Date (YYYYMMDD). Includes 'X' mark.