Identity Verification

COMPLETE THE STUDENT INFORMATION SECTION, THEN FOLLOW ONE OF THE IDENTITY VERIFICATION METHODS BELOW. DO NOT COMPLETE BOTH. IF COMPLETED VIA NOTARY, SUBMIT THE COMPLETED FORM BY DROPPING IT OFF IN PERSON OR MAILING IT TO:
Cedarville University Financial Aid, 251 N. Main Street, Cedarville, OH 45314

Student's Last Name First Name M.I. Student ID Email Address

( ) -
Street Address Student's Cell Phone Number

Can You Appear in Person? YES.

The student must appear in person to the Cedarville University Financial Aid Office to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The office will maintain a copy of the student's photo ID that is annotated by the office with the date it was received and reviewed, and the name of the official authorized to receive and review the student's ID.

OFFICE USE ONLY

☐ Compared signature and person to ID

☐ Made copy of ID and signed/dated it

Signature of witness

Date

Can You Appear in Person? NO.

If the student is unable to appear in person to the Cedarville University Financial Aid Office to verify his or her identity, they must choose one of the following options:

A. Mail a notarized copy of your unexpired, valid government-issued photo identification (ID) to Cedarville University. Acceptable forms of ID include, but are not limited to, a driver's license, state-issued ID, or passport. **The copy must be made by a notary public. The notary must initial and date the copy. The notary's acknowledgment (below) must accompany the ID copy**; OR

B. Schedule a video call with the Cedarville University Financial Aid Office to present your unexpired, valid government-issued photo ID. Acceptable forms of ID include, but are not limited to, a driver's license, state-issued ID, or passport. During the call, an authorized university representative will take a screenshot of your ID. The screenshot will be signed and dated by the representative. This signed screenshot will be securely maintained by the Financial Aid Office.

Notary's Certificate of Acknowledgement

(Notary signature/seal required if student is not providing information in person. Notaries can often be found at local banks, credit unions, insurance agencies, or shipping stores. Certification may vary by state.)

Notary Stamp

State of _____ City/County of _____
(State) (City/County)

On_____ , before me, _____ ,
(Date) (Notary's name)

personally appeared, _____, and proved to me
(Printed name of signer)

on basis of satisfactory evidence of identification _____
(Type of acceptable ID provided)

to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal

_____ My commission expires on _____
(Notary signature) (Date)