2015–2016 Verification
Identity / Statement of Educational Purposes

Instructions to complete this form
Students must complete sections A, B, and C and have the option on sections D and E as follows:

- Section D (may be completed by your campus official) - print this form, take proof of identity to your campus and have the campus complete section D; or
- Section E (if you are unable to get to the campus for completion of section D) - print this form, take proof of identity to a Notary and have the notary complete section E. Note: Student must provide the school with this original signed and notarized form.

Once you have satisfied sections A, B, C and selected section D, you must have your Financial Aid Officer scan or fax into your electronic file. If you selected section E, see “Note” above.

A. Student’s Information (please print)

_____________________________________________________________  ____________________________________
Student’s Last Name  Student’s First Name  Student’s M.I.  Student ID

_____________________________________________________________
Student’s Street Address (include apt. no.)  Student’s Email Address

_____________________________________________________________
City  State  Zip Code

_____________________________________________________________
Student’s Home Phone Number (include area code)  Student’s Alternate or Cell Phone Number

B. Identity / Statement of Educational Purposes

A student must appear in person and present the following documentation to an institutionally authorized individual to verify the student’s identity. If a student is unable to appear in person (ex: Online student), he or she must provide a copy of the following documents:

- A valid government-issued photo identification, such as but not limited to:
  - Driver’s license;
  - State issued identification (Non-drivers license);
  - Passport
C. Statement of Educational Purpose

I certify that I ________________________________ am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending ________________________________ for 2015-2016.

______________________________________________
Student’s Signature
______________________________________________
Date
______________________________________________
Student’s ID Number

D. (School Use) Verification and Signature

My signature below certifies that I am an authorized representative of this school and that I have personally reviewed the identification document(s) submitted by the student.

Note: A copy of the student’s valid government issued ID(s) has been made and placed in the student’s file.

Identification documents were presented by the student to me on this date: _____/_____/______

______________________________________________
Authorized School Official’s Printed Name
______________________________________________
Title
______________________________________________
Signature

E. Notary’s Certificate of Acknowledgement

State of ________________________________
City/County of ________________________________
On ____________________, before me, ________________________________________________,
(Date) (Notary’s Name)
personally appeared ____________________________________________, and proved to me on basis of satisfactory evidence of identification ____________________________________________, to be the above-named person who signed the foregoing instrument.

______________________________________________
WITNESS my hand and official seal (seal)
______________________________________________
(Notary Signature)
My commission expires on ______________________________

Note: Please remember that if you choose to have this form notarized you will need to mail this original form to your financial aid office.

Submit this form to your local Express Enrollment Center or the Financial Aid Office.
For contact information visit https://www.ivytech.edu/financial-aid/index.html

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