



VERIFICATION OF IDENTITY FORM

Option #1 – Presented In-Person at (the Institution)

Student ID Number: _____ Email: _____

Student's
Full Legal Name: _____ , _____
(Please print clearly) Last First Middle

The student **must appear in person** at Eastern WV Community & Technical College verify his or her identity by presenting an unexpired valid government-issued photo identification, such as, but not limited to, a driver's license, other state-issued photo identification, or U.S. passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed and the name of the official at the institution authorized to collect the student's ID

Option #2 – Presented in the Presence of a Notary

If the student is unable to appear in person at Eastern WV Community & Technical College verify his or her identity, the student must provide:

- a) A copy of an unexpired valid government-issued photo identification such as, but not limited to, a driver's license, other state-issued photo identification, or U.S. passport that is acknowledged in the notary statement provided below. If the notary statement appears on a separate page, there must be a clear indication of the document notarized; **and**
- b) **Student must mail original notarized statement and photocopy of ID to the Financial Aid Office.**

Notary's Certificate of Acknowledgement (for use only if student is unable to appear in person)

State of _____ City/County of _____

On _____ before me, _____
(Date) (Notary's Name)

personally appeared, _____ and provided to me on basis of
(Printed name of signer)

satisfactory evidence of identification _____
(Type of government-issued photo ID provided)

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

(seal)

WITNESS my hand and official seal

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

Eastern WV CTC/Financial aid - 316 Eastern Dr., Moorefield, WV, 26836

www.easternwv.edu/financial-aid/ | finaid@easterwv.edu | ph: 304-434-8000