ARIZONA CHRISTIAN UNIVERSITY

2026-27 Verification of Identity Worksheet V4

Student Information

Student's Name _____   Student ID _____

Student's Email _____   Phone Number _____

Instructions for Completion

Your FAFSA was selected for review in a process called verification, where the student is required to either appear in person at ACU or in the presence of a notary to verify identity. By law, before awarding or disbursing Federal Student Aid, students are required to provide this verification worksheet and with any other required documents. **Please note:** if you wait to submit the required documents after the end of your semester or payment period or after you have withdrawn, you may not be eligible to receive financial aid.

If the student can appear in person at ACU, you are responsible for the following:

1. Take this verification form with you in the presence of an authorized ACU representative to complete.
2. Present an unexpired government-issued photo identification such as but not limited to, a driver's license, state-issued ID, or passport.
3. The ACU representative will then make a copy of your ID, annotating the date the ID was received, the staff member's name and the staff member's signature to validate the information was received in person.

If the student <u>cannot</u> appear in person at ACU, please refer to page 2 for instructions.

I, _____ certify that _____

      (School Official)   (Name of Student)

appeared before me in person on _____ and student provided a copy of

                                       (Date)

_____.

(Name of Unexpired Valid Government-Issued photo ID)

_____

ACU Representative Printed Name

_____   _____

ACU Representative Signature   Date

Student Information

Student's Name _____

Student ID _____

Student's Email _____

Phone Number _____

Instructions for Completion

Your FAFSA was selected for review in a process called verification, where the student is required to either appear in person at ACU or in the presence of a notary to verify identity. By law, before awarding or disbursing Federal Student Aid, students are required to provide this verification worksheet and with any other required documents. **Please note:** if you wait to submit the required documents after the end of your semester or payment period or after you have withdrawn, you may not be eligible to receive financial aid.

If the student cannot appear in person at ACU, you are responsible for the following:

1. Take this verification form with you to a notary, where it must be completed in their presence.
2. Present an unexpired government-issued photo identification such as but not limited to, a driver's license, state-issued ID, or passport.
3. This completed form must be **hand delivered** or **mailed** to your advisor, along with the ID presented to the notary. **Please note**: ACU is unable to accept photocopies of the notary statement. This includes, but is not limited to faxes, emails, or text messages.

Verification of Identity – To be Signed in the Presence of a Notary

Notary Acknowledgement Certificate

State of _____ City/County of _____

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

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

satisfactory evidence of identification _____
(Type of unexpired government-issued photo ID provided)
to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal

_____
Notary signature

My commission expires on _____
Date