

A. Student Information

Last Name	First Name	M.I.	Student ID
Street Address (include apt. no.)		City	State Zip Code
Date of Birth	Phone Number		

B. Identity Verification to be signed at the Institution in person

**Identity Verification
(To Be Signed at the Institution)**

The student must appear in person at The University of Redlands 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 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 receive and review the student's ID.

*** If the student is unable to appear in person, go to Section D to have the form completed in front of a Notary.**

C. University of Redlands Student Financial Services OFFICE USE ONLY

Please make a copy of the ID presented. On the copy of the ID, sign your name, and include the date of when the identification was presented.

- Student completed in person and presented ID in office, Notary section is not required.
- Student mailed or dropped off in person, an original notarized form with photocopy of ID presented to the Notary Public.

Institution's Certifying Officer's Printed Name	Institution's Certifying Officer's Signature	Date Received	Type of Valid ID Received

Student Name: _____

Student ID: _____

D. Notary's Certification of Acknowledgement (if applicable)

State of _____ City/County of _____

On _____, before me, _____, personally appeared, _____,
(Date) (Notary's name) (Printed name of signer)

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

WITNESS my hand and official seal

(seal)

(Notary signature **and** Seal)

My commission expires on _____
(Date)