

2025-2026 IDENTITY VERIFICATION

Your FAFSA was selected for review by the U.S. Dept. of Education in a process called "Verification." Ashland University is required by federal regulations (34 CFR, Part 668) to verify your identity before federal aid can be processed.

INSTRUCTIONS:

- **Documentation:** Complete and submit this worksheet along with all supporting documentation detailed in Sections 2A or 2B.
- **Deadline:** Documentation must be completed, signed, and submitted within **three weeks** of receipt of this notice.
- **Consequences for Failure to Submit Documentation:** Federal need-based grants, loans, and work study may be canceled entirely. You are responsible for any interest that accrues on your student account due to a delay in submitting documentation.

RETURN ORIGINAL DOCUMENTATION TO:

Ashland University Financial Aid Office
401 College Avenue
Ashland, Ohio 44805
Office Location: 310 Founders Hall

SECTION 1: STUDENT INFORMATION

Last Name	First Name	M.I.	AU ID #	Phone #
Address (include Apt #)		City	State	Zip

SECTION 2A: IDENTITY VERIFICATION IN PERSON OR VIDEO CALL

TO BE SIGNED BY A FINANCIAL AID OFFICIAL

The student must appear in person at Ashland University or through a video call to verify identity by presenting a valid unexpired 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 with the date it was received and the name of the official at the institution authorized to collect the student's ID.

For Office Use Only

Name of School Official Receiving Form _____ Date _____
 ____ Copy of Student's Valid ID Attached

SECTION 2B: IDENTITY VERIFICATION WITH NOTARY

TO BE SIGNED BY A NOTARY

If the student is unable to appear in person at Ashland University or appear over a video call to verify his or her identity, the student must provide a copy of the **valid unexpired government-issued photo identification (ID)** that is acknowledged in the notary statement below, such as, but not limited to, a driver's license, other state-issued ID, or passport.

Notary's Certificate of Acknowledgment

State of _____

City/County of _____

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

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

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

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

WITNESS my hand and official seal

Notary signature: _____

My commission expires on: _____