

## 2026-2027 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: \_\_\_\_\_