

## IDENTITY CONFIRMATION FORM

### Student Information

Last Name	First Name	M.I.	NTC Student ID
Address (include apt. no.)		E-mail Address	Date of Birth
City	State		Phone Number (include area code)

Your Free Application for Federal Student Aid (FAFSA) was selected by the U.S. Department of Education for a review process called verification. NTC is required to confirm your identity. You should appear in person at the Financial Aid Office (FAO) and present a valid, unexpired, government-issued photo identification (ID) such as a U.S. passport, a driver's license, or other state-issued ID to a member of the Financial Aid Office at the Wausau Campus. **Please choose one of the three available options below to confirm your identity.**

#### **Option 1: APPEAR IN PERSON AT THE FINANCIAL AID OFFICE (WAUSAU CAMPUS)**

The student must appear in person at Northcentral Technical College to verify their 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. NTC will maintain a copy of the student's photo ID that is annotated by the NTC FAO with the date it was received and reviewed, and the name of the NTC official authorized to receive and review the student's ID. Temporary, state-issued paper driver's licenses or IDs are not acceptable documentation.

\_\_\_\_\_  
Print Student's Name

*has appeared in person at Northcentral Technical College for identity confirmation 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 which is attached. Northcentral Technical College Official*

#### **Student Certification and Signature**

I certify that the information reported on this form is complete and the photo ID submitted is valid and belongs to me (the student).

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

#### **For Office Use Only:**

\_\_\_\_\_  
Name and Title of Northcentral Technical College Official

\_\_\_\_\_  
Signature of Northcentral Technical College Official

\_\_\_\_\_  
Date

Unexpired photo ID copied, annotated with date it was received and reviewed, and attached

Socure identity check completed

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## STUDENT INFORMATION

Last Name

First Name

M.I.

NTC Student ID #

### Option 2: NOTARY

If you are unable to appear in person at Northcentral Technical College to confirm your identity, you may submit the completed section below in the presence of a notary and provide this form and proof of identity to NTC. NOTE: The U.S. Department of Education does not authorize the use of online notary services. (Notary signature/seal required if student is not providing information in person. Notaries can often be found at local banks, credit unions, insurance agencies or shipping stores).

The student must provide to NTC's Financial Aid Office a **photocopy of the unexpired valid government-issued photo identification (ID)** that is acknowledged in the notary statement below, such as, but not limited to, a U.S. passport, a driver's license, or other state-issued ID. Temporary state-issued paper driver's licenses or IDs are not acceptable documentation.

#### NOTARY CERTIFICATE OF ACKNOWLEDGMENT

*(Notary signature/seal required if student is not providing information in person. Notaries can often be found at local banks, credit unions, insurance agencies or shipping stores. Certification may vary by state)*

State of: \_\_\_\_\_ City/County of: \_\_\_\_\_

On \_\_\_\_\_ before me, \_\_\_\_\_  
Date Notary Name

personally appeared, \_\_\_\_\_ and proved to me  
Printed name of signer

on the basis of satisfactory evidence of identification \_\_\_\_\_  
Type of unexpired government- issued photo ID provided

to be the above name-named person who signed this foregoing instrument. WITNESS  
my hand and official seal

My commission expires on \_\_\_\_\_

Notary signature

Date

*Notary Seal*

#### Student Certification and Signature

I certify that the information reported on this form is complete and the photo ID submitted is valid and belongs to me (the student).

Student's Signature

Date

**WARNING:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

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## STUDENT INFORMATION

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Last Name

\_\_\_\_\_  
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\_\_\_\_\_  
M.I.

\_\_\_\_\_  
NTC Student ID #

### Option 3: REMOTE – VIRTUAL ZOOM MEETING

#### REMOTE IDENTITY CONFIRMATION

You may also request to confirm your identity through a video call with a member of the Financial Aid Office by sending an email to [financialaid@ntc.edu](mailto:financialaid@ntc.edu). You will be sent a link to conduct the video call remotely at the scheduled date and time. Please include in your email your availability (day, date, and time) for the virtual Zoom meeting.

The student must submit a valid photo ID at the time of the Zoom meeting. An **unexpired valid government-issued photo identification (ID)**, such as, but not limited to a U.S. passport, a driver's license, or other state-issued ID. Temporary state-issued paper driver's licenses or IDs are not acceptable documentation. NTC will maintain a copy of the student's photo ID that is annotated by the NTC FAO with the date it was received and reviewed, and the name of the NTC official authorized to receive and review the student's ID.

\_\_\_\_\_  
Print Student's Name

has appeared remotely for verification of identity and presented an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state issued ID, or passport. A screenshot of the video call has been taken as documentation of the interaction with a copy of the identification presented.

#### Student Certification and Signature

I certify that the information reported on this form is complete and the photo ID submitted is valid and belongs to me (the student).

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

#### For Office Use Only:

\_\_\_\_\_  
Name and Title of Northcentral Technical College Official

\_\_\_\_\_  
Signature of Northcentral Technical College Official

\_\_\_\_\_  
Date

Unexpired photo ID copied, annotated with date it was received and reviewed, and attached

Secure identity check completed