

**Goucher has been required by the U.S. Department of Education to complete an identity confirmation.**

Identity confirmation requires presenting a valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or unexpired passport. Goucher 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 Goucher authorized to collect the student's ID.

### **A. In-Person is required if possible. If not possible, see options B and C below.**

The student must appear in person at Goucher to verify their identity by presenting valid government-issued photo identification (ID). During the visit, the student will present their original document to a Student Financial Services staff member who will scan the document for their financial aid file and return the document to the student.

For Goucher's Student Financial services walk-in hours or to make an appointment, please see our web page:

<https://www.goucher.edu/financial-aid/contact-us>

### **B. Document reviewed by a Notary Public**

If the student cannot appear in person, the student must send us a readable photocopy of the acceptable government-issued photo identification which has been reviewed and acknowledged by a Notary Public. Print and bring page 2 of this form to the Notary Public along with your original government issued ID.

### **C. Virtual identity confirmation interview**

If the student cannot appear in person or is unable to utilize the service of a Notary Public, then they will need to schedule a virtual meeting with Goucher College Student Financial Services staff. Prior to the meeting, the student will need to send a clear photo or scan of the original document, front and back if appropriate. During the virtual meeting, they will need to confirm their identity and information.

Please see our contact page to make an appointment:

<https://www.goucher.edu/financial-aid/contact-us>

For those student's unable to appear at Goucher College in person. **Please make sure you send a scan or copy of both sides of the same ID that was reviewed by the Notary.**

\_\_\_\_\_  
Student Last Name

\_\_\_\_\_  
Student First Name

\_\_\_\_\_  
Goucher ID Number

## NOTARY'S CERTIFICATE OF ACKNOWLEDGEMENT

State of \_\_\_\_\_.

City/County \_\_\_\_\_.

On this date of \_\_\_\_\_,  
(Date)

before me, \_\_\_\_\_,  
(Notary's Name)

personally appeared \_\_\_\_\_,  
(Student Name)

and proved to me on basis of satisfactory evidence of identification to be the above-named person.

Check box below to indicate the type of government-issued photo ID provided to the notary by the student.

- Driver's License / State ID Card
- Passport
- Other: \_\_\_\_\_

WITNESS my hand and official seal (Signature)

\_\_\_\_\_  
(Notary Signature)

My commission expires on \_\_\_\_\_.  
(Date)