

2026-2027 Identity Verification

**VCU**Strategic Enrollment Management
and Student Success

A. Student Information

Last Name

First Name

Date of Birth

VCU V#

B. Identity Verification

You must appear in person at the institution to verify your identity by presenting valid, government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport (military IDs are not acceptable). 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.

If you are unable to appear in person, this requirement may also be satisfied with a Notary Public or on a video call with an authorized official in the Student Financial Management Center.

Identity Verification

(Must be completed in the presence of an authorized official of VCU's Student Financial Management Center (either in-person or via video call), or completed in the presence of a Notary Public.)

I certify that I _____ am the individual signing this form.

(Student's signature)

(Date)

Notary Certificate of Acknowledgement (if completed in the presence of a notary)

State of _____ City/County of _____

on _____, before me, _____
(date) (Notary's printed name)

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

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

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

(Notary Signature)

(Date on which my Commission expires)

WITNESS my hand and official seal

Authorized VCU Official Certificate of Acknowledgement (if completed with an authorized VCU official)

I, _____, confirm that the student appeared before me, provided me their _____
(printed name of VCU Official) (Type of original government-issued photo ID provided)
to photocopy and attach.

(Signature of VCU Official)

(Date)

Return original document and copy of ID presented to:

VCU Student Financial Management Center, Harris Hall, 1015 Floyd Ave, Box 843026, Richmond, VA 23284-3026

This form can only be accepted in its original state and must be received through mail or dropped off in-person.

Copies will not be accepted and this form should not be faxed or emailed.