

2024-2025 Verification of Identity

[ORIGINAL TO THE MT ONE STOP.]

(V4, V5) (IDENEV)

The student must appear in person at the Middle Tennessee State University's MT One Stop to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, non-driver's identification card, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

Student Name: _____

M# _____

MT ONE STOP/FINANCIAL AID STAFF ONLY: ID VERIFICATION

The original document was copied and verified by:

X _____
Signature of MT One Stop/Financial Aid Staff member

X _____
Date of ID Verification

____ Photo ID copy is annotated with the date received and the name of the staff member verifying the identity.

VALID GOVERNMENT-ISSUED PHOTO ID USED TO VERIFY IDENTITY:

____ Driver's License

____ U.S. Passport

____ Other Government/State Issued ID _____
Type of State Issued ID

FINANCIAL AID OFFICE USE ONLY

FPP Reporting

- __ 1. Verification completed in person, no issues
- __ 2. Verification completed using notary, no issues
- __ 3. Verification attempted, identity issues found
- 4. No longer valid – do not use for 2022-23 or beyond
- __ 5. No response from applicant or unable to locate
- 6. No longer valid – do not use for 2022-23 or beyond

2024-2025 Verification of Identity
(V4, V5 – ORIGINAL FORM TO FINANCIAL AID)
(IDENEV)

Mail this form with a clear copy of the photo ID used to verify your identification to:

MTSU, MT One Stop, SSAC Room 260, 1301 East Main Street, Murfreesboro, TN 37132

A faxed or emailed copy IS NOT acceptable.

If the student is unable to appear in person at the Middle Tennessee State University's MT One Stop to verify his or her identity, the student must provide to the institution a **LEGIBLE copy of the unexpired** valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, non-driver's identification card, other state-issued ID, or passport.

Student Name: _____ M# _____

I certify that I am presenting my original, unexpired, valid government-issued photo identification.

(Student Signature)

(Date)

Notary's Certificate of Acknowledgement

State of _____

County of _____

On this _____ of _____, 20_____, before me, _____,
(Date) (Name of Notary)

_____ appeared in person and proven to me through satisfactory evidence
(Printed name of student)

of identification, which was _____, to be the person whose name
(Type of government-issued photo ID provided)

is subscribed to the attached document.

WITNESS my hand and official seal

(seal)

(Notary signature)

My commission expires on _____
(Date)

Effective 6/23/25

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