

# 2025-2026 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. If you are unable to appear in person, please email [mtonestop@mtsu.edu](mailto:mtonestop@mtsu.edu) explaining why you are unable to appear in person. Further instructions will be emailed to you at that time.

Student Name: \_\_\_\_\_ M# \_\_\_\_\_

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

\_\_\_\_\_  
(Student Signature)

\_\_\_\_\_  
(Date)

## **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 No longer valid – do not use for 2022-23 or beyond**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 No longer valid – do not use for 2022-23 or beyond**