



OFFICE OF SCHOLARSHIPS AND FINANCIAL AID
WARRINER HALL 202, MOUNT PLEASANT, MI 48859
PHONE: (989) 774-3674
WWW.FINANCIALAID.CMICH.EDU

2025-2026 PROOF OF IDENTITY

OPTION #1 - TO BE SIGNED AT THE INSTITUTION

Student Name (please print)

Phone Number (including area code)

Campus ID Number

Complete Option #1 if you can return this form in person. If you cannot appear in person, complete Option #2 below or Option #3 on the next page. *This form and documentation cannot be uploaded to your financial aid portal.* ****

OPTION #1: To Be Completed in Person with a Central Michigan University Official (in the presence of)

The student must appear in person at Central Michigan University's Financial Aid Office, Warriner Hall 202, or a CMU affiliate office, 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. The institution will maintain a copy of the student's photo ID annotated by the institution with the date it was received and reviewed, the name of the authorized official at the institution, and their signature verifying the student's ID was reviewed.

CMU Official: Place ID in this box when copying

Original ID must be presented to CMU Official

Student Signature

Date

Student ID#

Name of Authorized Individual

Signature of Authorized Individual

Date

OPTION #2: To Be Completed Virtually with a Central Michigan University Official

Please make a virtual appointment [here](#). With a virtual appointment, you will also need to provide us with your unexpired, valid government-issued photo identification. Please check here if you choose this option ☐
and indicate your scheduled appointment date _____ and time _____



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OPTION #3 – TO BE COMPLETED WITH A NOTARY

Student Name (please print) _____

Phone Number (including area code) _____

Campus ID Number _____

Complete Option #1 on the previous page if you can return this form in person or Option #2 if you select a virtual appointment. If you cannot appear in person and do not select a virtual appointment complete Option #3 on this page. Please Note: You MUST submit the original document completed with “wet” signatures; we cannot accept faxed or electronic copies of this document.

*****This form and documentation cannot be uploaded to your financial aid portal.*****

OPTION #3: To Be Completed With (In The Presence Of) A Notary

If the student is unable to appear in person at Central Michigan University, Warriner Hall 202, to verify their identity, the student **must** provide the institution:

- (a) 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, other state-issued ID, or passport; and certify below:

I certify that I (Print Student’s Name) _____ am the individual signing this Proof of Identity form and that the Federal student financial assistance I may receive will only be used for educational purposes associated with attending Central Michigan University for 2025-2026.

**** A virtual appointment may be required if additional information is necessary upon receipt of this notary certification.**

Student Signature _____

Date _____

Campus ID Number _____

*******Notary’s Certificate of Acknowledgement*******

State of: _____ City/County of: _____

On (Date) _____, before me, (Printed Name of Notary) _____

personally appeared, (Printed Name of Signer) _____, and proved to me on basis of

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

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

Witness my hand and official seal
(Seal)

(Notary Signature) _____

My commission expires on (Date) _____