

COMPLETE THE STUDENT INFORMATION SECTION, THEN FOLLOW ONE OF THE IDENTITY VERIFICATION METHODS BELOW. DO NOT COMPLETE BOTH.

_____	_____	_____	C _____
Last Name	First Name	M.I.	BRCTC ID Number
_____		_____	
Email Address		Phone Number (include area code)	

Can you appear in person? YES

The student must appear in person at the BRCTC Financial Aid Office and present a valid, unexpired government-issued photo ID, such as a driver’s license, state-issued ID, or passport, to verify their identity. The office will retain a copy of the ID and document the date it was received and reviewed, along with the name of the authorized official who reviewed it.

OFFICE USE ONLY

Compared signature and person to ID

Made copy of ID and signed/dated it

Signature of Witness Date

Can you appear in person? NO

If the student is unable to appear in person to the BRCTC Financial Aid office to verify their identity, they must choose one of the following options:

- A. Mail a notarized copy of your valid, unexpired government-issued photo identification (ID) to BRCTC. Acceptable forms of ID include, but are not limited to, a driver’s license, state-issued ID, or passport. **The copy must be made by a notary public, the notary must initial and date the copy. The notary’s acknowledgment (below) must accompany the ID copy;** OR
- B. Schedule a video call with the BRCTC Financial Aid Office to present your valid, unexpired government-issued photo identification (ID) to BRCTC. Acceptable forms of ID include, but are not limited to, a driver’s license, state-issued ID, or passport. During the call, an authorized official will take a screenshot of your ID. The screenshot will be signed and dated by the representative and maintained by the Financial Aid Office

Notary’s Certificate of Acknowledgement

State of _____ City/County of _____ on _____, before me, _____

(State) (City/County) (Date) (Notary’s Name)

Personally appeared, _____, and proved to me on basis of satisfactory evidence of

(Printed Name of Signer)

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

(Type of Acceptable ID provided)

WITNESS my hand and official seal

_____ My Commission expires on _____.

(Notary Signature) (Date)