

A. Student Information

Last Name

First Name

Date of Birth

Capital Student ID

Preferred Phone Number

Home Phone Number

B. Identity Certification

The student must provide the following to verify their identity, **either in person to Capital University's Financial Aid Office OR in the presence of a notary:**

- (a) **A copy of an unexpired valid government-issued photo identification (ID)** that is acknowledged in the notary statement below, such as but not limited to a driver's license, other state-issued ID, or passport;

The certification below, only needs completed if you are NOT going to appear in person to Capital's Financial Aid Office.

Notary's Certificate of Acknowledgement ***

State of _____ City/County of _____ on _____ (date), before me,

_____, personally appeared, _____, and proved to me
(Notary's printed name) (Printed name of signer)

because of satisfactory evidence of identification _____ to be the above-named
(Type of unexpired government-issued photo ID provided)
person who signed the foregoing instrument.

WITNESS my hand and official seal

(Notary signature)

My Commission expires on _____ (Date)

***** If the Certificate of Acknowledgement has been notarized, you must provide the original form.**

A faxed or emailed copy will NOT be accepted.

C. Certification and Signatures

By signing this worksheet, I certify that all the information reported is complete and correct. I agree, if asked, to provide documentation that will verify the accuracy of the information provided on this completed form.

Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Student Signature

Date

Parent Signature (optional)

Date

Return this worksheet and a copy of your ID to:
Capital University, Financial Aid Office
1 College and Main, Columbus, Ohio 43209