



Student

Date

V4 27-28 Verification of Identity

Your 2027–2028 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Federal law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected.

The following information must be completed **IN PERSON** at the Daemen University Financial Aid Office. Students physically attending classes at the main campus of Daemen University must complete this process within the first five class days of the next available term. Failure to appear in person will cause the cancellation of all federal student aid. **If you are unable to appear in person please refer to the directions below.**

Verification of Identity

The student has appeared in person or virtually and has provided a valid, NON-expired, government-issued photo identification (ID) to a Daemen University Financial Aid Professional. Daemen University will maintain valid copy of the photo ID annotated with the date it was received and the name of the official at the institution authorized to collect it.

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

(Student's Signature)

(Date)

(Financial Aid Professional's Signature)

(Date)

Students who are unable to appear in person

There are two options to complete the Verification of Identity process if a student cannot appear in person:

1. Sign this form and have the second page completed by a notary. Notarized Verification of Identity forms **CANNOT be emailed or uploaded**. The original signed and notarized form, as well as a copy of the valid, signed, and NON-expired government-issued photo identification (ID) presented to the notary **must be mailed** to the Financial Aid Office.
2. Contact the Financial Aid office at 716-839-8254 or finaid@daemen.edu to set up an appointment time for a video call. On this video call you must present your valid, signed, and NON-expired government-issued photo ID to a Daemen University Financial Aid Professional; we are required to take a clear screenshot of you holding your ID. Please note that video calls must be scheduled to take place during our normal business hours (Monday through Friday, 8:30 am to 4:30 pm). You must upload this signed verification form and the copy of your valid, signed, and NON-expired government-issued photo identification (ID) to our secure upload site daemen.edu/finaidupload prior to scheduling an appointment.

Scheduling a video call and/or submitting this notarized form must take place within two weeks of receiving this notification. Failure to complete the Verification of Identity process will cause the cancellation of all federal student aid.

This side is to be completed only by students unable or choosing not to appear in person or virtually at Daemen University.

If the student is unable to appear in person or virtually at Daemen University to verify his or her identity, the student must provide:

To the notary:

(a) A valid, NON-expired, 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; and

To the university:

(b) A copy of the photo ID documented below, submitted to Daemen University along with this completed form.

Notary's Certificate of Acknowledgement

State of _____ City/County of _____

On _____, before me, _____,

(Date)

(Notary's name)

personally appeared, _____, and proved to me because of satisfactory evidence of

(Printed name of signer)

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

(Type of NON-expired government-issued photo ID provided)

WITNESS my hand and official seal

(Notary signature)

My commission expires on _____

(Date)

(seal)

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Notarized form and copy of identification must be **MAILED** to:

Daemen University Financial Aid Office

4380 Main Street, Amherst, NY 14226

Notarized Verification of Purpose/Identity forms **CANNOT** be emailed or faxed.