

## IDENTITY VERIFICATION WORKSHEET 2021-2022

Your 2021-2022 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. LSUS must verify specific information required by the U.S. Department of Education. You have two options to complete the required identity documentation:

**Option One:** You must appear in person at the LSUS Financial Aid Office with a valid ID and high school completion documentation (undergraduate students only) and complete section C of this form in the presence of a financial aid staff member.

**Option Two:** If you are **not** able to come into our office, complete section A, section B (undergraduate students only), skip section C, and complete section D in the presence of a notary public. Mail completed form along with an original copy of your photo ID, and high school completion document (if applicable) to the address listed above.

We will review your submitted documents and you will be notified if we need additional information.

### A. Student Information:

Student Name	Phone Number			
Student ID#	Email Address			
Address (include apartment number, if applicable)	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; padding-right: 10px;">City</td> <td style="width: 33%; padding-right: 10px;">State</td> <td style="width: 33%;">Zip</td> </tr> </table>	City	State	Zip
City	State	Zip		

### B. High School Completion Status for Undergraduate:

**\*NOT required for graduate students\***

Attach a copy of one of the following documents indicating your high school completion status when you begin college in 2021-2022:

- high school diploma
- final official high school transcript showing the date your diploma was awarded
- General Educational Development (GED) certificate or transcript
- academic transcript that indicates successful completion of a two-year program that is acceptable for full credit toward a bachelor’s degree
- secondary school completion credential for a home-schooled student
- home-schooled transcript signed by your parent or guardian that lists the secondary school courses completed

**NOTE:** These documents may already be on file in the Office of Admissions and Records at LSUS; however, you must furnish these documents directly to the Financial Aid Office.



**C. If you cannot appear in person in the Financial Aid Office, skip to section D.**

### Identity and Statement of Educational Purpose:

In order to confirm your identity you must appear in person in the LSUS Financial Aid Office. You will need to present valid government-issued photo identification (ID). A valid ID includes, but is not limited to, a driver’s license, other-state issued ID, or passport.

**You must sign the following statement in the presence of a LSUS Financial Aid official:**

### STATEMENT OF EDUCATIONAL PURPOSE

I certify that I \_\_\_\_\_ am the individual signing this Statement  
*Print Name*

of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay for the cost of attending Louisiana State University Shreveport for the 2021-2022 academic year.

### Certification and Signature

As stated above, the student’s signature must be witnessed by a LSUS Financial Aid official. The person signing below certifies that all the information reported is complete and correct.

**WARNING: IF YOU PURPOSELY GIVE FALSE OR MISLEADING INFORMATION YOU MAY BE FINED, SENTENCED TO JAIL, OR BOTH.**

\_\_\_\_\_  
Student’s Signature (must be witnessed)

\_\_\_\_\_  
Date

<p>For Office Use Only:</p> <p>Witnessed By:</p> <p>_____</p>
---

**D. Only complete if you are unable to appear in person in the LSUS Financial Aid Office.**

In order to confirm your identity you must have the statement below notarized. You will need to present valid government-issued photo identification (ID) to the notary. A valid ID includes, but is not limited to, a driver's license, other-state issued ID, or passport. **This original form will need to be mailed to the Financial Aid Office along with a copy of your valid photo ID presented to the notary.**

**STATEMENT OF EDUCATIONAL PURPOSE**

I certify that I \_\_\_\_\_ am the individual signing this Statement  
*Print Name*

of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay for the cost of attending Louisiana State University Shreveport for the 2021-2022 academic year.

\_\_\_\_\_  
*Student's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Student's LSUS ID Number*

**NOTARY'S CERTIFICATE OF ACKNOWLEDGEMENT**

State of \_\_\_\_\_

City/County/Parish of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
*Date Notary's name*

personally appeared, \_\_\_\_\_, and provided to me on basis of  
*Printed name of signer*

satisfactory evidence of identification \_\_\_\_\_  
*Type of government-issued photo ID provided*

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

WITNESS MY HAND AND OFFICIAL SEAL

Place Seal Here

\_\_\_\_\_  
*Notary's signature*

My commission expires on \_\_\_\_\_  
*Date*

For Office Use Only:
Original: YES <input type="checkbox"/> NO <input type="checkbox"/>
_____