



Financial Aid
 May Hall, Room 111
 291 Campus Drive
 Dickinson, ND 58601-4896
 Phone: 701-502-4407
 Email: dsu.financialaid@dickinsonstate.edu

2026-2027 Identity Form (option 1)

*use this side of the form if you **CAN** appear in person at the Dickinson State University Financial Aid Office to present your photo identification.

Student Information			
Student ID#:		Date of Birth:	
Student Name:			
Phone Number:			

Your 2026-2027 Free Application for Federal Student Aid (FAFSA) was selected for identity verification.

To ensure timely processing of your aid, we suggest that you come in person to Dickinson State University **within 2 weeks** of this notice. Your financial aid will be on hold until the Verification process is complete. Be sure to check your To Do List on Campus Connection for any other documents that are needed to complete Verification.

IDENTITY VERIFICATION

As part of the verification process, you have two options to verify your identity to the Dickinson State University Financial Aid Office by providing a valid government-issued photo identification (ID) such as a driver’s license, a state-issued ID or a passport.

- ❖ **Option 1 – In person**
- ❖ **Option 2 – Notary**

Option 1: Present Photo ID In-Person at the Institution

**Student is able to appear in person at DSU*

The student must appear in person at the Dickinson State University Financial Aid Office to verify identity by **presenting an unexpired valid government-issued phot identification (ID)**, such as, but not limited to, a driver’s license, other state-issued ID, or U.S. passport. The institution will maintain a copy of the student’s photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student’s ID. *A military I.D. is unacceptable for this purpose.*

Option 2: Present Photo ID in the Presence of a Notary – see notary form on the other page

**Student is unable to appear in person at DSU*

If the student is unable to appear in person at the DSU Financial Aid Office to verify identity, the student **MUST** provide to the institution by **MAIL**:

- a) A copy of the **unexpired valid government-issued photo identification (ID)** that is acknowledged in the notary statement, or that is presented to a notary, such as but not limited to, a driver license, other state-issued ID, or U.S. passport; and
- b) The **ORIGINAL** Identity Form, which **must be notarized**.

FINANCIAL AID OFFICE:

- The above student appeared in person and presented an acceptable photo ID to the institutional official.
- I collected a copy of the student’s valid government-issued ID

 FA Employee Printed Name

 FA Employee Signature

 Date



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2026-2027 Identity Form (option 2)

*use this side of the form if you **CANNOT** appear in person at the Dickinson State University Financial Aid Office to present your photo identification.

Student Information			
Student ID#:		Date of Birth:	
Student Name:			
Phone Number:			

Your financial aid will be on hold until the Verification process is complete. Be sure to check your To Do List on Campus Connection for any other documents that are needed to complete Verification.

IDENTITY VERIFICATION

As part of the verification process, you have two options to verify your identity to the Dickinson State University Financial Aid Office by providing a valid government-issued photo identification (ID) such as a driver’s license, a state-issued ID or a passport.

- ❖ **Option 1 – In person at DSU Financial Aid Office**
- ❖ **Option 2 – Notary**

Option 2: Present Photo ID in the Presence of a Notary

****Student is unable to appear in person at DSU***

If the student is unable to appear in person at the DSU Financial Aid Office to verify identity, the student **MUST** provide to the institution by **MAIL**:

- a) A copy of the **unexpired valid government-issued photo identification (ID)** that is acknowledged in the notary statement, or that is presented to a notary, such as but not limited to, a driver license, other state-issued ID, or U.S. passport; and
- b) The **ORIGINAL** Identity Form, which **must be notarized**.

Notary’s Certificate of Acknowledgement

State of _____ City/County of _____ On _____, (Date)

before me, _____, personally appeared _____, (Notary’s name) (Printed name of signer)

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

*A military I.D. is unacceptable for this purpose.

WITNESS my hand and official seal
 (seal)

 (Notary signature)

My commission expires on _____ (Date)