

**FRANCIS TUTTLE - FINANCIAL AID
IDENTITY VERIFICATION**

Academic year

2025-2026**STUDENT INFORMATION**

Please type or print clearly using only blue or black ink.

Last name	First name	Middle I.	FTTC ID	
Local street address	City	State	Zip code	Daytime phone number

This form will not be processed if any items are left blank or illegible.**If clarification of your situation is necessary, additional information or documentation may be required.****PURPOSE**

To confirm your identity and certify that the federal student aid you receive will be used only for educational purposes.

INSTRUCTIONS FOR IN-PERSON SUBMISSION

1. Visit the Francis Tuttle Technology Center (FTTC) Financial Aid Office with your unexpired, valid, government-issued photo ID (examples listed below).
2. Complete this form in the presence of FTTC Financial Aid staff.
3. FTTC staff will make a copy of your photo ID and upload it to your financial aid file.

INSTRUCTIONS FOR MAIL SUBMISSION

1. Bring this blank form, a copy of an unexpired, valid, government-issued photo ID (examples listed below), and your original photo ID to a notary.
2. Complete this form in the presence of the notary.
3. The notary will complete Section B.
4. Mail this form **AND** a copy of your photo ID to Francis Tuttle Technology Center, Financial Aid, 12777 N Rockwell Ave, Oklahoma City, OK 73142.

SECTION A: VALID GOVERNMENT-ISSUED PHOTO ID

Examples of an acceptable unexpired, valid, government-issued photo ID include but are not limited to:

- Driver's license.
- Other state-issued identification card.
- Passport.

If submitting this form by mail, you must attach a copy of your unexpired, valid, government-issued photo ID to this form.

FOR FA OFFICE USE ONLY

Received by (print name):	FA staff signature:	Date form was received:
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Last Name	First Name	Middle I.	FTTC ID
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SECTION B: NOTARY’S CERTIFICATION OF KNOWLEDGE

State of _____

City/County of _____

on _____ before me, _____
(Date) (Notary’s Name)

personally appeared, _____ and proved to me
(Printed name of signer)

on the basis of satisfactory evidence of identification _____
(Type of unexpired government-issued photo ID

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

WITNESS my handwritten signature and official seal

(seal)

_____ (Notary signature)

My commission expires on _____
(Date)

Note: If the notary statement appears on a separate page from the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized and includes the type of ID used to verify your identity.

If you need assistance to complete this form, please contact our office at 405-717-4315 or email at finad@francistuttle.edu.