



SPRING HILL COLLEGE

Forming leaders engaged in learning, faith, justice and service for life.

Identity Verification (To Be Signed at the Institution)

The student must appear in person at Spring Hill College to verify his or her identity by **presenting an unexpired valid government-issued photo identification (ID)**, such as, but not limited to, a driver's license, other state-issued ID, or 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.

Student's Signature & Date

Authorized SHC Representative Signature & Date

Student's Printed Name & ID Number

Authorized SHC Representative Printed Name

Identity Verification (To Be Signed in the Presence of a Notary **if unable to appear in person at SHC)**

If the student is unable to appear in person at Spring Hill College to verify his or her identity, the student must supply the unexpired identification VIA video call with the college, or provide to the institution: A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and

**Notary's Certificate of Acknowledgement
(If the student is unable to appear in person at Spring Hill College)
Identity Verification**

State of _____ City/County of _____

On _____, before me, _____,
Date *Notary's name*

personally appeared, _____, and provided to me
Printed name of signer

on basis of satisfactory evidence of identification _____
Type of government-issued photo ID provided

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

WITNESS my hand and official seal
(seal)

Notary Signature

My commission expires on _____
Date

Return to:
Spring Hill College| Student Financial Services Office
4000 Dauphin Street | Mobile, AL 36608
(251) 380-2251 / Fax: (251) 460-2176 / financialaid@shc.edu