2026-2027 Verification Worksheet (V5)

Identity Confirmation

(To Be Signed at the Institution)
Forms must be turned in 45 days before the end of fall/spring semester and 20 days before the end of summer semester.
****If unable to appear in person, the Identity Form
student signature must be witnessed (in person) by a Notary Public.****

The student must appear in person at Dakota College at Bottineau to verify your 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, the name of the official at the institution authorized to receive and review the student's ID.

Identity Confirmation (To Be Signed in the Presence of a Notary)

If the student is *unable* to appear in person at Dakota College at Bottineau to verify his or her identity, the student must provide to the institution both of the following:

(a) 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

_____ _____ _____
(Student's Signature)   (Date)   (Student's ID Number)

Notary's Certificate of Acknowledgement

State of _____ City/County of _____

On _____, before me, _____, personally appeared,
          (Date)   (Notary's name)

_____, and provided to me on a basis of satisfactory evidence of identification
     (Printed name of signer)

_____ To the above-named person who signed the foregoing instrument.
     (Type of government-issued photo ID provided)

WITNESS my hand and official seal   _____
          (Notary Seal)   (Notary Signature)

                                                                                     My commission expires on_____
                                                                                                                                    (Date)

Form can be mailed or dropped off at the address listed
▪ Mailing address: Dakota College at Bottineau ▪ Financial Aid Office
▪ 105 Simrall Blvd ▪ Bottineau, ND 58318
▪ (701) 228-5440
▪ E-mail for questions: fa@dakotacollege.edu