

# 2023-2024 Verification Worksheet

## Identity & Educational Purpose Statement



**THIS FORM MUST BE COMPLETED IN PERSON AT WARNER PACIFIC UNIVERSITY OR NOTORIZED. IF YOU ARE UNABLE TO APPEAR IN PERSON AT WARNER PACIFIC UNIVERSITY, PLEASE REFER TO THE REVERSE SIDE OF THIS FORM FOR ADDITIONAL INFORMATION ABOUT SUBMITTING A NOTARIZED COPY.**

**BRING THIS FORM WITH YOU TO THE WARNER PACIFIC UNIVERSITY OFFICE OF STUDENT FINANCIAL SERVICES.**

### STEP 1 - STUDENT INFORMATION

**PLEASE PRINT LEGIBLY**

\_\_\_\_\_  
Last Name                      First Name                      M.I.                      WPU ID Number                      Date of Birth

\_\_\_\_\_  
Phone Number (include area code)                      Email address (primary contact method)

### STEP 2 - IDENTITY VERIFICATION

The student must appear in person, if possible, at Warner Pacific University in the Office of Student Financial Services 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 university will maintain a copy of the student's photo ID that is annotated by the university with the date it was received and reviewed, and the name of the official at the university authorized to receive and review the student's ID.

*See reverse side if student is unable to appear in person at Warner Pacific University.*

### STEP 3 - STATEMENT OF EDUCATIONAL PURPOSE

*This statement must be signed in person in the Office of Student Financial Services at Warner Pacific University.*

I certify that I \_\_\_\_\_ am the individual signing this

(Print Student's Name)

Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Warner Pacific University for 2023-2024.

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Student's WPU ID or Social Security Number)

*SEE REVERSE SIDE IF UNABLE TO APPEAR IN PERSON AT WARNER PACIFIC UNIVERSITY*

**THIS SIDE SHOULD ONLY BE USED BY STUDENTS WHO ARE UNABLE TO  
APPEAR IN PERSON AT WARNER PACIFIC UNIVERSITY.**

Instructions to Notary Public:

**If the student is unable to appear in person at Warner Pacific University to verify his or her identity, the following must be mailed to the university at Office of Student Financial Services, 2219 SE 68th Ave, Portland, OR 97215 by the Notary below:**

- (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
- (b) The original notarized Statement of Educational Purpose provided below.

**STEP 3 - STATEMENT OF EDUCATIONAL PURPOSE**

*This statement must be signed in person when appearing in front of the Notary Public.*

I certify that I \_\_\_\_\_ am the individual signing this  
(Print Student's Name)

Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Warner Pacific University for 2023-2024.

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Student's WPU ID or Social Security Number)

**STEP 4 - NOTARY'S CERTIFICATE OF ACKNOWLEDGEMENT**

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

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

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_, and provided 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 hand and official seal**

(seal)

\_\_\_\_\_  
(Notary signature)

My commission expires on \_\_\_\_\_  
(Date)