

## **2017-2018 Statement of Educational Purpose (Instructions)**

*(From Appendix A of the IFAP Electronic Announcement Posted November 18, 2015)*

### **Instructions for Postsecondary Institutions**

Students should appear in person at the school and present a valid and unexpired, government-issued photo identification (ID) such as a passport or a driver's license or other state-issued ID. You must maintain an annotated copy of that ID that includes the date it was received and the name of the person your school authorized to receive it.

Students must also sign a statement of educational purpose that certifies who they are and that the federal student aid they may receive will only be used for educational purposes and for the cost of attending the school for the 2017-2018 year.

A student who is unable to appear at the school must sign and submit the statement of educational purpose and he must submit a copy of his ID with the statement signed by a notary public confirming that the student appeared before her and presented the ID confirming his identity.

Please send the annotated copy of the ID along with this form to the VFAO, so that we may complete verification. (This should be uploaded via the VFAO Tracking Fulfillment link, emailed or faxed, since you must retain the annotated copy on-site.)

### **Instructions for Notary Public**

The acceptable forms of ID are indicated in the "Verification By School Official" section of the second page of this document (the "2017-2018 Statement of Educational Purpose").

**2017-2018 Statement of Educational Purpose**

I certify that I (*Print student's name*) \_\_\_\_\_ am the individual signing this 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 \_\_\_\_\_ (*Name of Postsecondary Educational Institution*) \_\_\_\_\_ for 2017-2018.

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Student's SSN

Bottom portion to be completed by school and submitted to VFAO:

**Verification by School Official**

\_\_\_\_\_  
Name of school official Title of school official Name of Institution

I verify that the above listed student has appeared before me in person OR has presented their ID to a Notary and has presented the following documentation of their identity (check one)

- An unexpired Passport
- A valid unexpired Driver's license or other state-issued ID
- An alternate unexpired valid, government-issued ID \_\_\_\_\_ (state the ID type)

Furthermore, I have an annotated copy of this ID which includes the date it was received and the name of the person at this institution that was authorized to receive it.

\_\_\_\_\_  
Signature of Official Date

**Verification by Notary Public (Only to be used if student is unable to appear in person at the Institution)**

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 unexpired government-issued photo ID provided)

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

**WITNESS my hand and official seal**

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

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