

Because your FAFSA was selected for a federal identity verification process, you must complete this process in person at our office or in-person with a Notary Public near you.

Instructions – TU Financial Aid Office option

- 1) The student must visit the **TU Financial Aid Office**.

Office Hours: Monday – Friday 8:00 – 4:30

Building Location: Room **339** [Enrollment Services Building](#), 400 Towson Way, Towson, MD 21204

The closest [Visitor Parking](#) is in Lot 2. See [campus map](#).

- 2) Bring a valid government-issued **photo** identification, such as, but not limited to:
 - a driver’s license
 - other state-issued ID
 - U.S. Passport
- 3) Once you arrive at our counter, request a **Statement of Educational Purpose** form.
- 4) We will review your identification and complete the form together.

Instructions – TU Notary Public option

If you are unable to visit our office to complete this process, you can complete it with a Notary Public service somewhere near you. Most notary publics will charge a fee for this service.

Use this form: www.towson.edu/admissions/financialaid/forms/documents/2425purposenotary.pdf