

# ACCUPLACER Student ID Form

**TESTING STAFF:**

This form is valid only if signed and sealed by a school official or notary. Forms signed by school officials must be printed on school stationery.

**SCHOOL OFFICIAL/NOTARY:** (Please see page 2 for instructions.)

*The student described and pictured below signed this document in my presence. I have applied my official school or notary seal, ensuring that the seal has been placed on a portion of the student's picture.*

\_\_\_\_\_  
Name of School Official or Notary (Please print)

\_\_\_\_\_  
School Official or Notary Signature

\_\_\_\_\_  
Date\*

\_\_\_\_\_  
Name of Student (Please print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date\*

\_\_\_\_\_  
M / F / Another (not listed)

\_\_\_\_\_  
Student's Date of Birth

\_\_\_\_\_  
Sex: (Circle one. This is voluntary.)

Affix original photograph  
in this space. The photo  
must closely resemble your  
appearance on test day.

Notary Seal

\* This student ID form is valid for one year.

**STUDENT:**

**You are required to sign and date this form each test day. Please bring this form every time you test.**

*I am the person whose signature, description, and picture appear at right. I am signing this document (above) in the presence of school staff on the test date listed. My signature attests to the truthfulness of the statements made on this document.*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Test Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Test Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Test Date

# Instructions for Issuing the Student ID Form

## **AUTHORIZED SCHOOL OFFICIAL OR NOTARY PUBLIC**

Issue this form to students who need a photo ID for test-taking purposes as follows:

1. Copy the form onto school stationery (if you're a school official.)
2. Instruct the student to:
  - a. Print their name and date of birth. The name must exactly match the name they use on the answer sheet.
  - b. Circle their sex. (This information is voluntary.)
  - c. Affix a current recognizable photo of themselves in the space provided. The photo should conform to the photo requirements below.
  - d. Sign and date the form.
3. Apply the official school/notary seal in the space provided, and be sure it overlaps a portion of the photo.
4. Sign and date the form.

## **STUDENT REMINDERS**

1. Keep this form in a safe place.
2. Bring the form to the test site each time you take an ACCUPLACER assessment.
3. Sign the form in the presence of testing staff.

School staff will write in the test date. The form is valid for one year after the date recorded on it when first issued.

## **STUDENT PHOTO REQUIREMENTS**

Make sure your photo:

1. Shows only you—no other people are visible.
2. Shows a head-and-shoulders view with the entire face, both eyes, and hair clearly visible (a head covering worn for religious purposes is acceptable).
3. Is properly focused with no dark spots or shadows.
4. Is an original photo, not a copy.