



# Identity Verification Form

State laws require Spring-Mar to verify the identity of each student.

## PROOF OF CHILD IDENTITY AND AGE – SECTION 63.2-1809 OF THE COEE OF VIRGINIA (HB 946 – 1988)R.

Proof of the child's identity and age may include a certified copy of the child's birth certificate, birth registration card, notification of birth (hospital, physician, or midwife record), passport, copy of the placement agreement or other proof of the child's identity from a child-placing agency, record from a public school in Virginia, or certification by a principal or his designee of a public school in the U.S. that a certified copy of the child's birth record was previously presented. Viewing the child's proof of identity is not necessary when the child attends a public school in Virginia and the center assumes responsibility for the child directly from the school (i.e., after-school program) or the center transfers responsibility of the child directly to the school (i.e. before-school program). While programs are not required to keep proof of the child's identity, documentation of viewing this information must be maintained for each child.

**Child's Name:** \_\_\_\_\_

**Birth Date:** \_\_\_\_\_

**Place of Birth (City/State/Country):** \_\_\_\_\_

**Birth Certificate Number:** \_\_\_\_\_

**Date Issued:** \_\_\_\_\_

**Other form of Proof:** \_\_\_\_\_

**Provider's signature:**  
*(Spring-Mar rep)* \_\_\_\_\_

**Parent's signature:** \_\_\_\_\_