

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:

For students with a photo:

1. For Schools - Copy the form onto school stationary.
2. Instruct the student to:
 - Print his or her name and date of birth. The name must exactly match the name he or she uses to register.
 - Circle his or her sex.
 - Fill in his or her eye color and height in feet and inches.
 - Affix a current recognizable photo of him/her in the space provided. The photo should conform to the photo requirements given in the Student Registration Booklet and online at sat.org/id-requirements
 - Sign the form in your presence.
3. Apply the official school/notary seal in the space provided, ensuring that it overlaps a portion of your signature.
4. Sign and date the form.

For students without a photo due to religious beliefs

1. For Schools - Copy the form onto school stationary.
2. Request students obtain an official letter from their cleric explaining the religious prohibition. The letter should be on letterhead from their religious institution and signed by a member of the clergy.
3. Instruct the student to:
 - Print his or her name and date of birth. The name must exactly match the name he or she uses to register.
 - Circle his or her sex.
 - Fill in his or her eye color and height in feet and inches.
 - Sign the form in your presence.
4. Apply the official school/notary seal in the space provided, ensuring that it overlaps a portion of your signature.
5. Sign and date the form.