

## 2016-2017 Verification Worksheet

### Dependent Student - Tracking Group V4

Your 2016-2017 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

#### A. Dependent Student's Information

Student's Last Name	Student's First Name	MI	Student's SSN or ID Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City	State	Zip	Student's Email Address
Student's Phone Number		Student's Alternate or Cell Phone Number	

#### Parent's Other Information to Be Verified

#### B. Supplemental Nutrition Assistance Program (SNAP) Benefits, check the box that applies:

- ☐ No one included in the household on the FAFSA received SNAP benefits in 2014 or 2015.
- ☐ One of the persons included in the household on the FAFSA received SNAP benefits in 2014 or 2015.

**Note:** If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2014 or 2015.

#### C. Child Support Paid, check the box that applies:

- ☐ No child support was paid for individuals outside of the household in 2015.
- ☐ One (or both) of the student's parents included in the household and/or the student paid child support in 2015 for a child not included in the parent(s) household. Provide in the space below the names of the persons who paid the child support, the names of the persons to whom the child support was paid, the names and ages of the children for whom child support was paid, and the total annual amount of child support that was paid in 2015 for each child.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Age of Child for Whom Support Was Paid	Amount of Child Support Paid in 2015
Joe Jones	Jane Doe	Jake Jones	5	\$6,000

**Note:** If we have reason to believe that the information regarding child support paid is inaccurate, we may require additional documentation, such as:

- A signed statement from the individual receiving the child support certifying the amount of child support received; or
- Copies of the child support payment checks, money order receipts, or similar records of electronic payment having been made.

#### D. High School Completion Status

Provide one of the following documents to indicate the student's high school completion status when the student begins college in 2016-2017:

**Check the box of the document you will attach to this worksheet:**

☐

Student Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

A copy of the Student's high school diploma.

- ☐ A copy of the student's final official high school transcript that shows the date when the diploma was awarded.
- ☐ A state certificate or transcript received by a student after the student passed a State-authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSET, TASC, or other State-authorized examination).
- ☐ For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.
- ☐ An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.
- ☐ For a homeschooled student in a state where state law requires the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.
- ☐ For a homeschooled student from a state where state law does not require the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript, or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.

A student who is unable to obtain the documentation listed above must contact the financial aid office.

#### E. Identity and Statement of Educational Purpose

Section E is **ONLY** to be completed in person at the Institution or in front of a Notary.

##### Identity and Statement of Education Purpose (Signed in person at the Institution)

The student must appear in person at \_\_\_\_\_  
(Name of Postsecondary Education Institution)

to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Education Purpose provided below.

##### Identity and Statement of Educational Purpose (Signed in the Presence of a Notary only if unable to sign in person at the institution)

If the student is unable to appear in person at \_\_\_\_\_  
(Name of Postsecondary Education Institution)

to verify his or her identity, the student must provide to the institution:

- A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and
- The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

To be completed **only** in the presence of designated school official or notary.

##### Statement of Educational Purpose

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose  
(Print Student's Name)

and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of

attending \_\_\_\_\_ for 2016-2017.  
(Name of Postsecondary Educational Institution)

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Student's ID Number)

Student Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

**Notary's Certificate of Knowledge**

State of \_\_\_\_\_ City/County of \_\_\_\_\_ On \_\_\_\_\_

before me, \_\_\_\_\_ personally appeared, \_\_\_\_\_  
(Notary's Name) (Printed name of signer)

, and proved to me on basis of satisfactory evidence of identification \_\_\_\_\_  
(Type of government-issued photo ID provided)

To be the above-named person who signed the foregoing instrument.

**WITNESS my hand and official seal** \_\_\_\_\_  
(Notary Signature) (Date Commission Expires)

(Seal)

*Return this original form with your proof of high school completion and proof of identity to your school's financial aid office.*

**F. Certification and Signatures**

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. **WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

**The student and one parent must sign and date.**

_____ Student's Signature	_____ Date
_____ Parent's Signature	_____ Date

***Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to the financial aid administrator at your school.  
You should make a copy of this worksheet for your records.***