



Office of Financial Aid
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2016-2017 Verification Worksheet-V4

Name: _____ UHV ID: _____

Date of Birth: _____ Student Phone Number: _____

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 reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You, and your spouse or parent, if applicable, whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit them to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

A. CHILD SUPPORT PAID: check the box that applies

In the household, the student (or spouse), the student’s parent(s), or both **paid** or **did not pay** child support in 2015.

If support was paid, submit the requested information in the boxes below.

If you need more room, attach a separate sheet.

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Child Support was Paid	Annual Amount of Child Support Paid for 2015

If you need more room, attach a separate sheet.

Note: If we have reason to believe that the information regarding child support paid is not accurate, we may require additional documentation, such as: a signed statement from the individual receiving the support certifying the amount received, a copy of the divorce decree, copies of child support payment checks, money order receipts or electronic payments having been paid.

B. FOOD STAMPS OR SUPPLEMENTAL ASSISTANCE PROGRAM (SNAP): check the box that applies

Dependent:

- The parents certify that _____, member(s) of the parent’s household **received** benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2014 or 2015.
- The parents certify that members of the household **did not receive** benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2014 or 2015.

Independent:

- The student certifies that _____, a member of the student’s household, **received** benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2014 or 2015.
- The student certifies that members of the household **did not receive** benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2014 or 2015.

C. HIGH SCHOOL COMPLETION STATUS

Provide one of the following documents that indicate the student’s high school completion status when the student will begin college in 2016-2017: **(check the one you are submitting)**

- A copy of the student’s high school diploma.
- A copy of the student’s final official high school transcript that show 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 from 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.

D. IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE (complete section 1 or 2)

You must appear in person or have the following statement notarized. Please check the box indicating your preference.

1. To Be Signed at the Institution

The student must appear in person at the University of Houston-Victoria to verify his or her identity by presenting a valid unexpired 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 collect the student’s ID.

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

Statement of Educational Purpose

I certify that I _____ am the individual signing this
(Print Student’s Name)

Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending University of Houston-Victoria for 2016-2017.

(Student’s Signature) (Student ID Number) (Date)

For Office Use Only:

Signature of Staff Member that Collected Form Form of ID Date Collected

Identity and Statement of Educational Purpose

2. To Be Signed in the Presence of a Notary

If you are unable to appear in person at the University of Houston-Victoria to verify your identity, you must provide:

- (a) A copy of the valid unexpired 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
- (b) The original Statement of Educational Purpose, which is provided below, must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be clear indication that the Statement of Educational Purpose was the document notarized.

Statement of Educational Purpose

I certify that I _____ am the individual signing this
(Print Student’s Name)

Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending University of Houston-Victoria for 2016-2017.

(Student’s Signature) (Student ID Number) (Date)

Notary’s Certificate of Acknowledgement

Notary’s certification may vary by State

State of _____

City/County of _____

On _____, before me, _____
(Date) (Notary’s name)

personally appeared, _____, and proved to me
(Printed name of signer)

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

(seal)

(Notary signature)

My commission expires on _____
(Date)

E. CERTIFICATIONS AND SIGNATURES:

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent (if dependent) whose information was reported on the FASFA must sign and date.

WARNING: If you purposely give false or misleading information regarding eligibility for Federal or State aid, you may face fines, jail terms, or both.

Signature of Student: _____ **Date:** _____

Signature of Spouse (Optional): _____ **Date:** _____

Signature of Student's Parent: _____ **Date:** _____

State law requires that you be informed of the following: (1) with few exceptions, you are entitled on request to be informed about the information the University collects about you by use of this form; (2) under sections 552.021 and 552.023 of the Government Code, you are entitled to receive and review the information; and (3) under section 559.004 of the Government Code, you are entitled to have the University correct information about you that is incorrect.