



## V4 2021-2022 Verification Worksheet

Your 2021-2022 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before rewarding Federal Student Aid, we may ask you to confirm the information you 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 must complete and sign this worksheet, attach any required documents, and submit the form 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 office as soon as possible so your financial aid will not be delayed.

### SECTION A: Student's Information

Student's Last Name                      First Name                      MI

Student's Identification (ID) no.

Student's Street Address (include apt. number)

Student's Date of Birth

City, State, Zip Code

Student's Email Address

Student's Home Phone Number (including area code)

Student's Cell Phone Number

### SECTION B: Verification of 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 2021-2022:

- 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 copy of the student's General Education Development (GED) certificate, an official GED transcript that indicates the student passed the exam, or a state-authorized high school equivalent certificate.
- 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 home school (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**

**SECTION C**

**Identity and Statement of Educational Purpose  
(To Be Signed at the Institution)**

The student must appear in person at \_\_\_\_\_ to verify his or her  
(Name of Postsecondary Educational Institution)

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 or authorized notary, the Statement of Educational Purpose provided below.

**Identity and Statement of Educational Purpose  
(To Be Signed in the Presence of a Notary)**

If the student is unable to appear in person at \_\_\_\_\_ to verify his or her  
(Name of Postsecondary Educational Institution)

identity the student must provide to the notary:

- (a) 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
- (b) 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.

**(Student) Statement of Educational Purpose**

I certify that I, \_\_\_\_\_, am the individual signing this Statement of  
(Print Student’s Name)

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 \_\_\_\_\_  
(Name of Postsecondary Educational Institution)  
for 2021–2022.

\_\_\_\_\_  
(Student’s Signature)

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

\_\_\_\_\_  
(Student’s ID Number)

**WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

**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 on the basis of satisfactory  
(Printed name of signer)

on the basis of satisfactory evidence of identification \_\_\_\_\_  
(Type of unexpired 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 \_\_\_\_\_

**FOR OFFICE OF FINANCIAL AID USE ONLY:** *Attach photocopy of ID after verifying identity.*

Document Used \_\_\_\_\_ Document Expiration Date \_\_\_\_\_

Date Received \_\_\_\_\_ OFA Official Signature/Title \_\_\_\_\_