

- Cupey Campus
- Carolina Campus
- Gurabo Campus



- MOC
- CAC
- SFC
- DC
- TBC
- DAC

## VERIFICATION WORKSHEET 2018 - 2019 (V4)

Your 2018 - 2019 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 information reported on your FAFSA. To verify that you and/or your parents 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, if a dependent student you and one of your parents, must complete and sign this worksheet, attach any required documents and submit the form and required attachments to the financial aid administrator at your school. Your school may ask for additional information. If you have questions, contact your financial aid administrator at your school as soon as possible so that your financial aid will not be delayed.

**Select one of the following two options based on the information included in your FAFSA.**

**Dependent**

**Independent**

### A. Student's Information

ID: \_\_\_\_\_

Last Name	First Name	M.I.	Social Security Number (SSN)	Date of Birth (MMDDYYYY)
Street Address (include apt. no.)			Email Address	Alternate Email Address
City	State	Zip Code	Home Phone Number	Cell Phone Number

**B. Certification and Signature:** Each person signing this worksheet certifies that all of the information reported on it is complete and correct. If dependent, the student and one parent must sign and date. **WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sent to prison, or both.**

Student's Signature	Date	Parent's Signature	Date
---------------------	------	--------------------	------

**C. High School Completion** – Provide one of the following documents to indicate the student’s high school completion status when the student begins college in 2018–2019: *(This document could have been provided to the institution as part of the admission process. A student who is unable to obtain the documentation listed above must contact the financial aid office.)*

- A copy of the student’s high school diploma.
- For students who completed secondary education in a foreign country, a copy of the “secondary school leaving certificate” or other similar document.
- 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).
- 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 student who was homeschooled in a state where state law requires the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a copy of that credential.
- For a student who was homeschooled in a state where state law does not require the student to obtain a secondary school completion credential for homeschooling (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. Proof of Identity and Statement of Educational Purpose**

You must appear in person at the school to verify your 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 school will maintain a copy of your photo ID and will include the name of the institutional official and date it was received and reviewed. In addition, you must sign, in the presence of the institutional official, the Statement of Educational Purpose included below in Section C. If you are unable to appear in person at the school to verify your identity, you must provide to the institution via mail the following: (1) A copy of the unexpired valid government-issued photo ID that is acknowledged in the notary statement below, and (2) 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.

**Proof of Identity – To be completed by the institutional official.**

I hereby certify the student’s identity with the evidence presented: \_\_\_\_\_, # \_\_\_\_\_ and \_\_\_\_\_.  
(Driver’s license, state-issued ID, etc.) (Expiration date MMDDYY)

\_\_\_\_\_  
Name of Students Success Counselor Student Success Counselor Signature Date

**Statement of Educational Purpose – To be signed at the institution in presence of an institutional official, or in presence of a notary.**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the federal student financial  
(Student’s Name)  
assistance I may receive will only be used for educational purposes and to pay the cost of attending \_\_\_\_\_ for 2018-2019  
(School’s Name)

\_\_\_\_\_  
Student’s Signature Student’s ID Date

**Notarized Statement – Not Applicable if you appear in person at the school**

Affidavit Num. \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_, personally appeared, \_\_\_\_\_, and proved to me on the basis  
(Date MMDDYY) (Notary’s Name) (Student’s Name)  
of satisfactory evidence of identification \_\_\_\_\_, # \_\_\_\_\_ and \_\_\_\_\_ to be the above-named person.  
(Driver’s license, state-issued ID, etc.) (Expiration date MMDDYY)

\_\_\_\_\_  
Notary’s Signature Notary’s Commission Expiration Date Seal

*Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to the financial aid administrator at your school. Make a copy for your records.* Rev 2/19