

# 2024-2025 Verification Worksheet

## Dependent Student - Tracking Group V4

Your 2024-2025 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 Home or Cell Phone Number		Student's Alternate or Cell Phone Number	

### B. High School Completion Status

You must submit documentation of high school completion or an equivalent along with this worksheet.

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

- High school diploma or high school transcript including graduation date.
- A copy of the student's General Educational 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.
- Academic transcript of a successfully completed two-year program 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.

Student Name: \_\_\_\_\_

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

**C. Documentation of Identity/Statement of Educational Purpose**

In order to complete the Verification process, you will need to appear in person at your postsecondary institution and present your government issued ID (such as a driver's license, military ID, passport, etc.) and this verification worksheet to an institutionally authorized financial aid administrator. Your financial aid administrator will need to validate the statement below at the time of submission by maintaining a copy of your photo ID and by providing a signature and date. **If you cannot appear in person to submit this worksheet, you will need to provide a copy of your government issued ID and this worksheet notarized by a public notary.**

**Statement of Education Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the  
*Printed Student's Name*

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

\_\_\_\_\_ for 2023-2024  
*(Name of Postsecondary Educational Institution)*

\_\_\_\_\_  
*Student's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Financial Aid Administrator's Signature*

\_\_\_\_\_  
*Date*

**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)**

**D. 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.**