

Verification Worksheet (V4)

Custom 2018-19



The Custom Verification Worksheet is intended for use by a small, select group of students. Do not complete this worksheet unless Anderson University has specifically asked you to do so.

Your FAFSA was selected for review in a process called "verification." Federal law requires that Anderson University confirm the student's high school completion status, the student's identity, and witness the student sign a Statement of Educational Purpose.

The student is expected to appear personally before a representative of the Office of Student Financial Services at Anderson University to fulfill these verification requirements. To complete this worksheet in person, please schedule an appointment with your financial aid counselor at (800) 421-1026 or e-mail sfs@anderson.edu.

No further action can be taken on your request for financial aid including all federal, state, or need-based university funds until you submit the required information and complete this process.

A. Student Information

New Student Returning Student

Last name _____ First name _____ M.I. _____
Student ID _____ Date of birth _____ Student SSN _____ - _____ - _____
Street address _____
City _____ State _____ ZIP code _____
Student's daytime phone number _____ Student's cell phone number _____
Student's email address _____

B. High School Completion Status

Please provide one of the following documents that indicate the student's high school completion status when the student will begin college in the 2018–2019 school year.

- 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 Educational Development (GED) certificate or GED transcript.
- 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.
- If State law requires a homeschooled 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.
- If State law does not require a homeschooled 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 documents the successful completion of a secondary school education in a homeschool setting.

If the student is unable to obtain the documentation listed above, he or she must contact the Office of Student Financial Services.

C. Confirm Your Identity

The student must appear in person at Anderson University to verify his or her identity by presenting one of these forms of government-issued photo identification:

- Driver's License
- Passport
- Other State-issued ID
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Anderson University will maintain a copy of the student's photo ID and annotate the date it was presented and the name of the Student Financial Services representative who collected and verified the student's identity.

(over)

D. Statement of Educational Purpose

Students must sign a *Statement of Educational Purpose* that certifies who they are and that the federal student aid they may receive will only be used for educational purposes and for the cost of attending Anderson University for the 2018–2019 academic year.

Statement of Educational Purpose

I certify that I _____ am the individual signing this *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 Anderson University for 2018-2019.

(*Print Student's Name*)

Student's Signature

Date

Student's ID Number

E. Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and accurate. The student must sign and date. Also, one parent must sign and date if the student is a dependent student who reported the parent's information on the FAFSA.

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

Print Student's Name

Student's ID Number

Student's Signature

Date

Print Parent's Name

Parent's Signature (required for Dependent Students)

Date

F. Inability to appear in person

If a student is enrolled in distance education courses and is not able to appear at Anderson University in person, they must go to a notary public. The Department of Education does not authorize the use of online notary services as an alternative to traditional, in-person notary services.

The notary will act on behalf of the university. The student must provide Anderson University with an ORIGINAL, notarized signed copy of their personal identification and an ORIGINAL, notarized "wet" copy of the *Statement of Educational Purpose*.

Scanned or faxed copies of the personal identification and/or *Statement of Educational Purpose* cannot be accepted. Both documents must be received by U.S. mail and contain ORIGINAL signatures. Please allow for additional processing time if you are unable to appear in person and must use a notary.