

# 2013–2014 Verification Worksheet

## Independent Student- Tracking Group V4

### University of Dubuque

Your 2013–2014 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, 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 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. Independent Student's Information

Student's Last Name	Student's First Name	Student's M.I.	Student's SSN or ID Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City	State	Zip Code	Student's Email Address
Student's Home Phone Number (include area code)			Student's Alternate or Cell Phone Number

#### B. Independent Student's Other Information to Be Verified

1. Complete this section if someone in the student's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2011 or 2012 calendar years.

One of the persons listed in Section B of this worksheet received SNAP benefits in 2011 or 2012. If asked by my school, I will provide documentation of the receipt of SNAP benefits during 2011 and/or 2012.

2. Complete this section if you and/or your spouse paid child support in 2012.

Either I, or if married my spouse who is listed in Section B of this worksheet, paid child support in 2012. I have indicated below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2012 for each child. If asked by my school, I will provide documentation of the payment of child support. *If you need more space, attach a separate page that includes your name and Social Security Number at the top.*

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2012
<i>Joe Jones</i>	<i>Jane Doe</i>	<i>Jake Jones</i>	<i>\$6,000</i>

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

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

### C. 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.
- Official documentation from high school counselor stating your graduation date and reason why high school diploma/transcript is unavailable.
- General Education Development (GED) Certificate.
- State certificate stating you have passed a State-authorized examination recognized as an equivalent of a high school diploma.
- Academic transcript of a successfully completed two-year program acceptable for full credit toward a bachelor's degree.
- If you are a homeschooled student, a transcript or equivalent, signed by parent or guardian, listing secondary school courses you have completed and documentation that you have successfully completed secondary school education.
- If you are a homeschooled student, a secondary school completion credential provided under State law.
- If you do not have documentation meeting any of the above requirements, seeking an associate degree or its equivalent, and excelled academically in high school, you may provide documentation of the high school stating that you excelled academically in high school and documentation from your current/future postsecondary institution that you have met the formalized, written policies of admitting such students.

### D. 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 below. ***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 Educational Purpose

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the federal  
(Print Student's Name)

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

\_\_\_\_\_ for 2013-2014.

(Name of Postsecondary Educational Institution)

\_\_\_\_\_  
Student's Signature and Date

\_\_\_\_\_  
Financial Aid Administrator Signature and Date

#### Notary's Certificate of Knowledge

State of \_\_\_\_\_ City/County of \_\_\_\_\_ on \_\_\_\_\_  
before me, \_\_\_\_\_ personally appeared, \_\_\_\_\_  
(Notary's Name) (printed name of signer)

And provided 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)

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

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

**E. Certification and Signatures**

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

I certify that all of the information reported on this worksheet is complete and correct. **The student must sign and date this worksheet.** If married, the spouse's signature is optional.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse'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.***

***Return signed and dated original to:***

***University of Dubuque  
Office of Student Financial Planning  
2000 University Avenue  
Dubuque, IA 52001  
Ph: 563-589-3170***