# 2013-14 Custom Verification Worksheet
# Federal Aid Programs

Your financial aid application has been chosen for a review process called "Verification." Custom Verification is a process by which Tougaloo College compares the information on your application with the documentation stating your high school completion status, identity and statement of educational purpose. The law says that our institution has a right to ask for this information before we award you Federal aid. If there are differences in the application and the financial documents, then an electronic correction is made to your application.

### What you should do for verification?

1. Complete and **sign** this verification worksheet.
2. Return with this worksheet, documentation that proves your high school completion status.
3. Come by the office to complete the identity and educational statement of purpose **(must be signed in office)**
4. Submit the information to the financial aid office as soon as possible.
5. Once the financial aid office has your documentation, the verification will be completed and any corrections will be made by the financial aid office.
6. Once verification is completed, then you can be awarded federal aid.

## A. Student Information

_____ _____

Last Name First Name M.I. Social Security Number

_____ _____

Address (include apt. no.) Date of Birth

_____ _____

City State Zip code Phone number (include area code)

## B. High School Completion Status

Provide <u>one</u> of the following documents that indicate the student's high school completion status when the student will begin college in 2013–2014:

- o A copy of the student's high school diploma.
- o A copy of the student's final official high school transcript that shows the date when the diploma was awarded.
- o A copy of the student's General Educational Development (GED) certificate or GED transcript.
- o 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 financial aid office.**

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

The student must appear **in person** at **Tougaloo College** to verify his or her identity by presenting a 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 with the date it was received and the name of the official at the institution authorized to collect the student's ID.

In addition, the student must **sign**, in the presence of the institutional official, the following:

### Statement of Educational Purpose

I certify that I _____ am the individual signing this
(Print Student's Name)
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
_____ for 2013-2014.
(Name of Postsecondary Educational Institution)

_____ _____
(Student's Signature) (Date)

_____
(Student's ID Number)