



WEST VIRGINIA STATE UNIVERSITY

Office of Student Financial Assistance

2018 – 2019 Verification Worksheet V-4 Custom Verification Group

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 the information you and your parents (if you are a dependent student) reported on your FAFSA. To verify that you provided correct information we 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, by signing this form you are giving WVSU financial aid office permission to update your FAFSA with the correct information. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid office. **Complete all sections of this form applicable to you. Incomplete forms or forms without the requested documentation will not be processed. Based on your answers we may need to request additional documentation.**

A. Student’s Information

Student’s Last Name	Student’s First Name	Student’s M.I.	Student’s Social Security 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 A#	

B. High School Completion Status

Provide one of the following documents to indicate the student’s high school completion status when the student begins college in 2018–2019:

- 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.



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- 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.

A student who is unable to obtain the documentation listed above must contact the Office of Student Financial Assistance

C. 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.

Each person signing this worksheet certifies that all of the information reported on it is complete and correct.

Student's Signature

Date

Parent's Signature (Dependent student)

Date

Spouse's Signature (If Independent and married)

Date

**Return to: West Virginia State University
Office of Student Financial Assistance
125 Ferrell Hall
PO Box 1000
Institute, West Virginia 25112**

***Attached is the required 2018 - 2019 Identity and Statement of Educational Purpose**



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2018-2019 Identity and Statement of Educational Purpose
(To Be Signed at the Institution)

The student must appear in person at _____ to verify his or her
(Name of Postsecondary Educational Institution)

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 institution will maintain a copy of the student’s photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student’s ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

Statement of Educational Purpose

I certify that I _____ am the individual signing this Statement of Education
(Print Student’s Name)

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
(Name of Postsecondary Educational Institution)
2018–2019.

(Student’s Signature) (Date)

(Student’s ID Number)

Identity and Statement of Educational Purpose
(To Be Signed in the Presence of a Notary)

If the student is unable to appear in person at _____ to verify his or her
(Name of Postsecondary Educational Institution)

identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver’s license, other state-issued ID, or passport; and
- (b) 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.



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Notary's Certificate of Acknowledgement
Notary's certification may vary by State

State of _____

City/County of _____

On _____, before me, _____,
(Date) (Notary's name)

personally appeared, _____, and proved to me
(Printed name of signer)

on the basis of satisfactory evidence of identification _____
(Type of unexpired government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal
(seal)

(Notary signature)

My commission expires on _____
(Date)