



2023-2024

Independent Institutional Verification Worksheet (Group 4)

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The Department of Education regulations state that before awarding Federal Student Aid, we may ask you to confirm the information you and your spouse reported on your FAFSA. To verify that you provided correct information the financial aid administrator 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 office. You may be asked for additional information. **If you have questions about verification, contact the financial aid office as soon as possible so that your financial aid will not be delayed.**

Section A. Student's Information

			XXX-XX-
Student's Last Name	First Name	M.I.	Last 4 digits of Student's SSN
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

Section B. IDENTITY/STATEMENT OF EDUCATIONAL PURPOSE (To be completed in front of a Financial Aid Representative or Notary Public)

***DIRECTIONS FOR THIS SECTION** (Please read carefully): If the student is unable to appear in person, this form must be signed by a notary.

If the student is unable to appear in person at Sterling College to verify his or her identity, the student must provide:

1. A copy of a valid government-issued photo identification (ID) that is acknowledged in the notary statement below, such as, but not limited to a driver's license, other state-issued ID, or passport; and
2. The original notarized Statement of Educational Purpose provided below.

If the student is able to appear in person and present this form to Sterling College Office of Financial Aid, it must be presented along with valid, government-issued photo identification (i.e. driver's license, state issued photo identification, military identification, or passport). Sterling College will maintain a copy of the photo identification with the date received and name of official authorized to collect the student ID and notary certification will NOT be required.

IMPORTANT: Please read and sign the Statement of Educational Purpose below indicating that the statement and all other information contained on this worksheet is true and correct. **WARNING!** If you purposely give false or misleading information to help establish eligibility for federal student aid, you may be subject to a \$20,000 fine, a prison sentence, or both. By signing this statement, you certify that all the information reported in support of the student's application for financial aid is complete and accurate.

2023-2024 Required Verification Text

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

The student must appear in person at Sterling College to verify his or her 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.

**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 Sterling College to verify his or her 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.

Statement of Educational Purpose

I certify that I _____ am the individual signing this Statement of Educational Purpose and that the Federal student
(Print Student's Name)
financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Sterling College for 2023-2024.

(Student's Signature)

(Date)

(Student's ID Number)

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 on the basis of satisfactory evidence of identification
(Printed name of signer)

_____ to be the above-named person who signed the foregoing instrument.
(Type of unexpired government-issued photo ID provided)

WITNESS my hand and official seal
(seal)

(Notary signature)

My commission expires on _____
(Date)

WARNING: If you purposely give false or misleading information to help establish eligibility for federal student aid, you may be subject to a \$20,000 fine, a prison sentence, or both.

VERIFICATION CAN NOT BE COMPLETED WITHOUT ALL REQUIRED DOCUMENTS.

SECTION F. SIGNATURES (Wet signatures are required. You must print this form, sign, then mail to our office or scan to email or fax.)

By signing this worksheet, I (we) certify that all the information reported to qualify for federal student aid is complete and correct. At least one parent must sign.

Student

Date

You should make a copy of this worksheet for your records.