Financial Aid Office
(410) 951-3636

2014-2015 Independent Verification Group V4 Worksheet

Your 2014-2015 Free Application for Federal Student Aid (FAFSA) has been selected for review in a process called Verification. Federal regulations require the Financial Aid Office to verify information reported on your FAFSA prior to providing you with Financial Aid. You must complete and sign this worksheet, attach required documents, and return all information to the Financial Aid Office. If there are any differences, your FAFSA information may need to be corrected. ***Acceptable documentation includes one of the following: canceled checks, signed letter from recipient indicating the dollar amount received or a court order indicating amount to be paid.***

Student Information

Last Name _____ First Name _____ Student ID # _____

Address _____ Date of Birth _____

City _____ State _____ Zip _____ Phone Number _____

SNAP Benefits

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 2012 or 2013 calendar years. SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4FED-AID (1-800-433-3243). ***Note:*** *If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2012 or 2013.*

Name of person(s) who receives SNAP benefits:_____

Child Support Paid

The student or spouse included in the household paid child support in 2013. List below the names of the persons who paid the child support, the names of the persons to whom the child support was paid, the names of the children for whom the child support was paid, and the total annual amount of child support that was paid in 2013 for each child.

If more space is needed, provide a separate page that includes the student's name and ID number at the top.

Name of Person Who Paid Child Support	Name of Person To Whom Child Support Was Paid	Name of Child Whom Support Was Paid	Amount of Child Support Paid In 2013

Note: If we have reason to believe that the information regarding child support paid is not accurate, we may require additional documentation, such as:

- A copy of the separation agreement or divorce decree that shows the amount of child support to be provided;
- A statement from the individual receiving the child support certifying the amount of child support received; or
  Copies of the child support payment checks or money order receipts
  Copies of the child support payment checks or money order receipts.

C. Identity/Statement of Educational Purpose

The form must be completed and signed in the presence of either a Coppin State University Financial Aid Administrator or a Notary Public. Do not complete this section in advance.

Name of Student: _____ **Student ID#:** _____
Last Name **First Name** **M.I.**

The student must appear in person at Coppin State University, Office of Financial Aid to verify his or her identity by presenting 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 Statement of Educational
(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 Coppin State University for 2014-2015.

_____ _____ _____
Student's Signature Date Student's ID Number

If Submitting in Person Present this form with original valid government-issued photo ID. **To be completed by Coppin State University Financial Aid Administrator.**	If Submitting by Mail Send this form with photocopy of valid government-issued photo ID. **To be completed in the presence of a Notary Public.**
ID Type:	**State of:**
ID Number: **Exp. Date:**	**City/County of:**
FAA Name:	**This instrument was acknowledged before me on:**
FAA Title:	**By:**
FAA Signature: **Date:**	**Signed:** **(Seal)**

Notary must list the type of government ID used to document identity:_____

Student's Name_____ **ID#**_____

D: High School Completion Status

Provide one of the following documents that indicate the student's high school completion status when the student will begin college in 2014-2015**. Please circle the statement that applies to you.**

- A copy of the student's high school diploma is attached.
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded is attached.
- A copy of the student's General Educational Development (GED) certificate, an official GED transcript that indicates the student passed the exam, or a state-authorized high school equivalent certificate is attached.
- For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document is attached.
- An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit towards a bachelor's degree is attached.
- For a homeschooled student from a state where state law requires the 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 includes a statement that the student successfully completed a secondary school education in a homeschool setting is attached.

****A student who is unable to obtain the documentation listed above must contact the Financial Aid Office.****

E. Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one person whose information was reported on the FAFSA must sign and date.

_____	_____
Print Student's Name	Student's ID Number
_____	_____
Student's Signature	Date
_____	_____
Spouse's Signature	Date

Please return this worksheet, along with required documents via fax to: 410.951.2551.

Please do not mail documents to the office.

If you have any questions, please feel free to contact the Financial Aid Office at 410.951.3636. Our office hours are 8:30 a.m. to 5:30 p.m., Monday-Thursday and 8:30 a.m. – 3:00 p.m. on Friday.