

# University of the Virgin Islands - Office of Financial Aid 2021-2022 CUSTOM Verification Worksheet

Your 2021-2022 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Federal law states that before any Federal Student aid can be awarded, you must confirm **High School Completion Status**, **Identity and Educational Purpose** as outlined in this worksheet.

The documents will be used to verify that the information reported on your FAFSA is correct. Any discrepancies will result in revision of your FAFSA. You must complete and sign the worksheet, attach all required documents, and submit to the University of the Virgin Islands Financial Aid Office. If you have questions about verification, contact us at <u>financialaidstx@uvi.edu</u> or 340-692-4193, St. Croix or at<u>financialaidstt@uvi.edu</u> 340-693-1090, St. Thomas.

What you	should	do
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- 1. Talk to your financial aid administrator if you have any questions about completing this worksheet.
- Complete and sign the worksheet you and at least one parent.
- 3. Submit the completed worksheet and any other required documents your school requests to your financial aid administrator.
- 4. Your financial aid administrator will compare information on this worksheet and any supporting documents with the information you submitted on your FAFSA. You or your school may need to make corrections electronically or by using your Student Aid Report (SAR).

\* Due to the US Department of Education Verification Waiver, tax documents are no longer required during this National Emergency. However, this does not exempt UVI from reviewing all documents for conflicting information concerning a student's eligibility, nor does it exempt us from resolving student eligibility-related comment codes.

#### A. Student's Information

Last Name	First Name	M.I.	Last 4 Digits of SSN	ID Number
Mailing Address			Date of Birth	
City	State	Zip Code	Email Address	
Home Phone Number (include area code)		Alternate or Cell Phone Number		

## Section B left intentionally blank

#### **C. 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 2021-2022:

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

#### D. Identity and Statement of Educational Purpose (See Enclosed Supplement Form) Student's Information

If you are able to submit this form in person, you <u>must</u> complete Section F - Part 1 in the presence of your Financial Aid Officer at your school.

If you are unable to submit this form in person, you <u>must</u> complete Section F - Part 2 and mail the completed form to your school's Financial Aid Office.

#### E. Certification & Signatures

Each person signing this worksheet certifies that all of the information reported is complete and correct. The student and one parent must sign this worksheet.

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

Student's Signature

Date

Parent's Signature

Date

# Section F - Part 1: Identity and Statement of Educational Purpose

If you are able to submit this form in person, you <u>must</u> complete **Section F** - **Part 1** in the presence of your Financial Aid Officer at your school.

The student must appear in person at

University of the Virgin Islands (Name of Postsecondary Educational Institution) to verify

his or her identity by presenting a valid, not expired, government-issued photo identification (ID), such as, but not limited to, a <u>driver's license</u>, <u>other state-issued ID</u>, or <u>passport</u>. 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

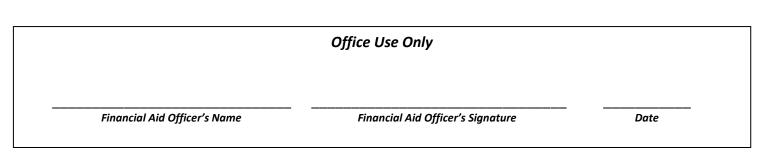
educational purposes and to pay the cost of attending

University of the Virgin Islands for 2021-2022. (Name of Postsecondary Educational Institution)

(Student's Signature)

(Student's ID Number)

(Date)





# Section F - Part 2: Identity and Statement of Educational Purpose

				I
Last Name	First Name	M.I.	Social Security Number	ID Number
	ubmit this form in person, you	<u>must</u> complete	Section F - Part 2 an	d mail the document to
your school's Financia	l Aid Office.			
If the student is unable	to appear in person at			
verify his or her identity	, the student must provide:	Name of Postsecon	ndary Educational Institutio	n)
	d, not expired, government-issue	ed nhoto identif	ication (ID) such as hu	it not limited to a
	, other state-issued ID, or passpo			
	Statement of E	ducationa	al Purpose	
I certify that I	(Print Student's Name)		_ am the individual sig	ning this
	(Print Student's Name)			
Statement of Education	al Purpose and that the federal st	tudent financial	assistance I may receiv	e will only be used for
educational purposes a	nd to pay the cost of attending _		of the Virgin Islands	
	ent's Signature)		; ID Number)	(Date)
<u> </u>	<u>lotary's Certificate</u>	OT ACKNO		
State of	, City/Co	ounty of		
On <i>(Date)</i>		(Notary's name)	, personally appea	ired,
	, and p	rovided to me o	n basis of satisfactory of	evidence of
(Printed name of signer)				
Identification		to	be the above-named	person
	(Type of government-issued photo ID p			
who signed the fore	going statement.	/		
WITNESS my hand	and official seal			
(seal)				
My commission or	piros op		(Notary si	gnature)
My commission ex	(Date)			