

## 2019 - 2020 V-4 Verification Worksheet

***IMPORTANT: This original form must be returned in person or by mail.  
Federal Regulations do not allow us to accept electronic submissions***

Student Information	
Student Name:	Social Security Number:
Student ID:	Date of Birth:
Student Email:	Student Phone Number:
Student Address:	

**\*\*\*\*\* IMPORTANT: Please read before proceeding. \*\*\*\*\***

**Your 2019 - 2020 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called Verification.** In this process, the Office of Scholarships and Financial Aid (OFSA) will compare your FAFSA with the information on this form and with any other required documents. Federal law requires us to compare this information before awarding federal aid. If there are differences between your FAFSA and Verification documents, we will make the corrections electronically. We may request additional information. If you have questions about the Verification process, contact us as soon as possible so that your financial aid will not be delayed.

**What you should do:**

- Complete both sides of this form in their entirety. Answer all questions; if the situation does not apply to you, enter **zero** or **N/A**.
- Sign the form.
- Submit the form and all other required documents to Southern

A. Family Information	
<input type="checkbox"/> <b>Dependent Students</b>	<input type="checkbox"/> <b>Independent Students</b>
<p>List everyone in your parents' household, including:</p> <ul style="list-style-type: none"> <li>• Yourself;</li> <li>• Your parents (including stepparent);</li> <li>• Your parents' other children, even if they don't live with your parents, if your parents will provide more than half of their support from July 1, 2019 through June 30, 2020;</li> <li>• Other people, if they now live with your parents, and your parents will provide more than half of their support from July 1, 2019 through June 30, 2020.</li> </ul> <p>List the college name for any household member, excluding your parents, who will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2019 and June 30, 2020.</p>	<p>List everyone in your household, including:</p> <ul style="list-style-type: none"> <li>• Yourself;</li> <li>• Your spouse, if you are married;</li> <li>• Your children, even if they do not live with you, if you will provide more than half of their support from July 1, 2019 through June 30, 2020;</li> <li>• Other people, if they now live with you, and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2019 through June 30, 2020.</li> </ul> <p>List the college name for any household member who will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2019 and June 30, 2020.</p>



## D. Identity/Statement of Educational Purposes



**The student must appear in person at *Southern WV Community & Technical 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 by the institution with the date it was received and reviewed 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 \_\_\_\_\_ (*Print Student's Name*) am the individual signing this 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 *Southern WV Community & Technical College* for 2019-2020.

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

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Student's ID Number)

\_\_\_\_\_  
(Date)

### **NOTARIZED STATEMENT IS ONLY NECESSARY IF STUDENT CANNOT APPEAR IN PERSON**

*(Copy of Driver's license, US passport, or other picture ID must accompany this form if signed by a notary)*

### ***Notary's Certification of Acknowledgment***

State of \_\_\_\_\_

City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,

(Date)

(Notary's name)

personally appeared, \_\_\_\_\_, and proved to me

(Printed name of signer)

on basis of satisfactory evidence of identification \_\_\_\_\_

(Type of 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)

## E. Agreement and Understanding

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student must sign and date this worksheet. If married, the spouse's signature is optional. **WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

Student Signature:	Date:
Parent Signature (Dependents Only):	Date:

**\*\*If you are a dependent student, you must provide a parent signature\*\***

### OPTIONS TO SUBMIT VERIFICATION FORMS AND OTHER DOCUMENTATION

In Person	Mail (Form must be notarized)
Please visit one of our campus locations to see financial aid representative in person	SWVCTC C/O Financial Aid PO Box 2900 Mt. Gay WV 25637

For more information visit: [www.southernwv.edu](http://www.southernwv.edu)

**#FINDYOURDIRECTION**

Southern WV Community & Technical College is accredited by The Higher Learning Commission. AA/EO/ADA Institution. Southern is an Affirmative Action/ADA/Equal Opportunity Employer. Southern does not discriminate on the basis of race, color, national origin, ethnicity, sex, disability, age, religion, gender, sexual or gender orientation, marital status, and veteran status in the administration of any of its educational programs, activities, or with respect to admission or employment. Faculty, staff, students, and applicants are protected from retaliation from filing complaints or assisting in an investigation. Please contact the following concerning inquiries regarding non-discrimination policies and complaints: Title IX Coordinator-Darrell Taylor 304.896.7432; Affirmative Action Officer-Doug Kennedy 304.896.7408; Section 504 ADA Coordinator-Dianna Toler 304.896.7315