QUESTIONS

Is there a deadline for Verification?
Your eligibility for financial aid cannot be determined until verification is complete – so the deadline you should adhere to is: “AS SOON AS POSSIBLE.” If you need financial aid to help you pay for your college expenses (tuition, fees, books, etc.), then it is in your best interest to complete the instructions within the Checklist as soon as possible. (Keep in mind, tuition/fees are due by the first day of each semester.) Federal regulations allow applicants up to 120 days after the last day of attendance to complete Verification for Federal Pell Grant consideration only; however, if financial aid eligibility cannot be determined while you are enrolled, you may be dropped from your classes per the institution’s policy for non-payment.

How did I get selected for Verification?
The U.S. Department of Education (DOE) requires reviews of federal student aid applications to check the accuracy of the data. In some cases the college may verify more applications by using our own selection criteria. Or, it may be needed to resolve conflicting data. Please note: the DOE may select your application at a later date for Verification of additional items. If this happens to you, you must complete the subsequent request to be eligible for federal and state financial aid programs and you may lose aid previously awarded if you do not comply.

Who reviews my file?
All forms used in Verification are sent to the Financial Aid Office at MACC. A financial aid administrator will compare information on the documents. All information is confidential.

What if conflicting information or mistakes are found?
If any items are found to be conflicting with information originally reported on your FAFSA, additional supporting documentation will be requested to resolve the issue(s). If any items have to be corrected, the Financial Aid Office at MACC will send changes to the U.S. Department of Education’s Central Processing Center electronically. Corrections could affect financial aid estimates sent to you earlier. The Financial Aid Office will send you a revised Award Letter if any amounts change. You should not make any changes after the new transaction is processed.

CHECKLIST

THE STUDENT MUST APPEAR IN PERSON AT THE TIME THIS DOCUMENT IS RETURNED TO MACC and SIGN IN THE PRESENCE OF MACC FINANCIAL AID OR OTHER AUTHORIZED STAFF.

If you cannot return this document in person, you must have Section D completed by a Notary Public.

Failure to provide all required documentation in this Checklist will result in delayed processing of your financial aid.

☐ This COMPLETED 2019-2020 Verification Worksheet – V4.

☐ Official High School Transcript or GED/HiSET scores on file in the MACC Registrar’s Office.

☐ A valid government-issued photo identification (ID), such as, but not limited to, a driver’s license, other state-issued ID, or passport. (a student ID is not valid) Note: expired documents are not valid.

Your documents will be reviewed faster if they arrive as a group rather than one at a time – all documents should have your name, SSN, and/or MACC Student ID# included. Please allow 15-20 business days for processing. Attach all supporting documents to this form when submitting.

If you have any questions while completing this form contact the Financial Aid Office at:
(660) 263-4100, ext 11301; or, by email* at: finaid@macc.edu

*Do not email any documents containing Personal Indentifiable Information (such as Social Security Numbers)
A. Student Information

Student’s Name: ____________________________  MACC Student ID or SSN: _____________________
Complete Address: ___________________________________________________________________________
Date of Birth: ______________________________  Contact Phone Number: _______________________

B. Family Information

☐ Dependent
(If you were required to provide parent information on FAFSA)
- Yourself
- Your parent(s) (even if you do not reside in their home)
  (If you are confused about who is considered your parent, see the “Who Is My Parent” brochure at www.macc.edu/financial-aid-forms)
- Your parent(s) dependent children (include other children who are required to provide parental information if they were completing a FAFSA for 2019-2020 even if they do not live with your parents).

☐ Independent
(If you did not have to provide parent information on FAFSA)
List the people in your household, including:
- Yourself, and your spouse if you have one
- Your dependent children (if you provide more than half of their support)

Include other people as part of your family only if:
- They lived with you and received more than half their support from you (or your spouse) at the time you completed your student aid application - AND - They will continue to receive more than half their support from you from July 1, 2019 through June 30, 2020.
- Write the names of all household members who meet the criteria above.
- Also write in the name of the college for any household member, excluding your parent(s), who will be attending college, at least half-time between July 1, 2019 through June 30, 2020, and will be enrolled in a degree or certificate program.  DO NOT include siblings in U.S. military service academies as members in college. If you need more space, attach a separate page.
  o DO NOT include foster children.
  o If you, or your parent(s) (if dependent), were separated at the time the FAFSA was completed, you must complete the MACC Proof of Separation form (found online at www.macc.edu/FinancialAid).

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<th>Full Name</th>
<th>Age</th>
<th>Relationship</th>
<th>College (Attending 2019-2020)</th>
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<td>Self</td>
<td>Moberly Area Community College</td>
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C. High School Completion Status

C-1: To receive federal student aid funds, students must have a high school diploma or GED. Prior to beginning college courses in 2019-2020 will you have a high school diploma or equivalent?

YES _____ (you must complete C-2)  NO _____ (skip to section D)

C-2: Check one of the following to indicate the student’s high school completion status when the student will begin college in 2019-2020, and submit supporting documentation to the MACC Registrar’s Office according to college policy. NOTE: Financial aid cannot be awarded if this documentation is missing.

- □ High School Graduate
- □ Home School Graduate
- □ GED or HiSET certificate

D. Identity and Statement of Educational Purpose

You must appear in person at MACC to verify your 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. MACC will maintain a copy of the photo ID that is annotated with the date it was received and the name of the authorized staff at MACC who collected the documents. Note: Expired documents are not valid.

In addition, the student must sign, in the presence of the institutional official, the following:

Statement of Educational Purpose

I certify that I _____________________________ (print your 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 Moberly Area Community College for 2019–2020.

You must appear in person at the time this document is signed in the presence of MACC Financial Aid or other authorized staff. If you cannot return this document in person, you must sign in the presence of a Notary Public. Documents may not be faxed or scanned.

Bring your documents to the closest MACC Campus, or mail* to:
Moberly Area Community College, Financial Aid Office, 101 College Avenue, Moberly, MO 65270-1304

Questions?
Contact the Financial Aid Office at: (660) 263-4100 ext. 11301; or by email at: finaid@macc.edu

Student Signature/Date ____________________________________________
MACC FAO Staff Signature (or other MACC authorized staff)/Date ____________________________________________

*To be completed by Notary Public if submitting by mail:
State of ____________________________ City/County of ____________________________
On ____________________________, before me, ____________________________, (Notary’s name)
personally appeared, ____________________________, (Printed name of signer)
and provided to me on basis of satisfactory evidence of identification ____________________________, (Type of government-issued photo ID provided)
signed the foregoing instrument.

WITNESS my hand and official seal ____________________________ (Notary signature)
My commission expires on ____________________________ (Date)

E. Sign this worksheet: By signing this worksheet, I/we certify all the information reported on it is complete and correct. I have attached all required documents as outlined in the Checklist on page one. (At least one parent must sign, if dependent.) By signing this form, I agree to provide information that will verify the accuracy of my information, if requested. If I purposely give false or misleading information, I will be referred to the United States Department of Education’s Inspector General. If I purposely give false or misleading information in order to qualify for Title IV funds, I may be fined $20,000, sent to prison, or both.

Student Signature ____________________________ Date ____________________________
Parent Signature ____________________________ Date ____________________________