

Student ID: \_\_\_\_\_

Email: [Financialaid@cooper.edu](mailto:Financialaid@cooper.edu)

**2019-2020 Verification Worksheets**  
***Independent Student-Tracking Group V4***

Your 2019-2020 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA to verify that you provided correct information. The financial aid administrator at your school 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 these documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

**A. Independent Student's Information**

Student's Last Name	Student's First Name	MI	Student's Last Four Digit of SSN Number
Student's Street Address (include apt. no.)			Student's Date of Birth
City	State	Zip	Student's Email Address
Student's Phone Number		Student's Alternate or Cell Phone Number	

**Student's Information to Be Verified**

**B. High School Completion Status**

Provide **one** of the following documents that will indicate the student's high school completion status when the student begins college in 2019-2020:

**Check the box of the document you will attach to this worksheet:**

- ☐ 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 state certificate or transcript received by a student after the student passed a State-authorized examination (GED test, HISET, TASC, or other State-authorized examination) that the State recognizes as the equivalent of a high school diploma.
- ☐ For student who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.
- ☐ An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for a full credit towards a bachelor's degree.
- ☐ For a homeschooled student in a state where state law requires the student to obtain a secondary school completion credential for homeschooled (other than a high school diploma or its recognized equivalent), a copy of that credential.
- ☐ For a homeschooled student from a state where state law does not require the student to obtain a secondary school completion credential for homeschooled (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 homeschooled setting.

**Note:** A student who is unable to obtain the documentation listed above must contact the financial aid office.

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## C. Identity and Statement of Educational Purpose

Section E is **ONLY** to be completed in person at the Institution or in front of a Notary.

The student must appear in person at \_\_\_\_\_

(Name of Postsecondary Education Institution)

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 Statement of Education Purpose provided below. If you cannot appear in person to sign this Statement of Educational Purpose, you will need to provide a copy of your unexpired government issued photo ID and this Statement of Educational Purpose notarized by a notary public. 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  
Printed Student's Name

Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending

\_\_\_\_\_ for 2019-2020.  
(Name of Postsecondary Educational Institution)

\_\_\_\_\_  
Student's Signature      Date      Student's ID Number

**Notary's Certificate of Knowledge**

State of \_\_\_\_\_ City/County of \_\_\_\_\_ on \_\_\_\_\_ before me, \_\_\_\_\_  
(Notary's Name)

Personally appeared, \_\_\_\_\_ and proved to me on the basis of satisfactory evidence of  
(Printed name of signer)

Identification \_\_\_\_\_ 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 \_\_\_\_\_  
(Notary Signature)

\_\_\_\_\_  
(Date Commission Expires)

(Seal)

**D. Certification and Signatures**

Each person signing this worksheet certifies that all the information reported on it is complete and correct.

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

**The student and one parent must sign and date.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse Signature

\_\_\_\_\_  
Date

*Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to the financial aid administrator at your school.  
You should make a copy of this worksheet for your records.*

**FOR OFFICE USE ONLY:**

Student presented one of the following unexpired form of ID:

- ☐ State Driver's License or Identification Card  
☐ U.S. Passport  
☐ Military ID Card

School Official Printed Name: \_\_\_\_\_

School Official Signature: \_\_\_\_\_

Date: \_\_\_\_\_