

## Verification Terms & Links

The following table contains additional information about specific verification topics. Please review each description carefully and click on the link in the last column if necessary. Please note that if the link directs you to a form/worksheet, it must be completed and returned to the Office of Financial Assistance as soon as possible. Feel free to follow up with a financial aid counselor if you have additional questions after reviewing each description.

| Contact  | Description  | Link   |
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| <b>Family Size Discrepancy</b><br>(or)<br><b>Family Size Assumed</b>   | The Department of Education has reported to us that there is a discrepancy on your FAFSA linked to your family size. You are required to provide the Office of Financial Assistance with a statement confirming what you provided on the FAFSA.  | <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a> |
| <b>Parent Filing stat error</b><br>(or)<br><b>Error with parents income</b><br>(or)<br><b>Parent Information</b><br>(or)<br><b>Parent Tax Transcript</b><br>(or)<br><b>Parent W2</b><br>(or)<br><b>Parent income tax error</b> | Due to a discrepancy on your FAFSA, we are required to collect a copy of your parents 2015 Federal Tax Return Transcript and Wage and Income Statements. Another option is for them to use the Data Release Tool (DRT) on the FAFSA. Otherwise, please contact the Internal Revenue Service (IRS) and request a Tax Return Transcript.   | <a href="http://www.irs.gov">www.irs.gov</a>           |
| <b>Parent Verification Form</b>  | You have been selected for verification by the Department of Education. You are required to provide us with additional information about your family to ensure that we have the correct information on your FAFSA. Please complete the verification worksheet and return it to the Office of Financial Assistance. You are not eligible to receive federal aid until the verification review has been completed. | <a href="#">Dependent/Parent Verification Form</a>     |
| <b>Parents SS Card</b><br>(or)<br><b>Review par(s) birthdate</b>   | Due to a discrepancy on your FAFSA, we are required to collect a copy of your parents Social Security Card and/or birth certificate. They may also log into the FAFSA and update the required information on their own. Please contact the Office of Financial Assistance if this option is selected.  | <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a> |
| <b>Proof of Non-Filing</b>   | You indicated on your FAFSA that you did not file income taxes. You will need to provide HSSU with proof of your non-filing status by contacting the Internal Revenue Service (IRS) and requesting a non-files statements.   | <a href="http://www.irs.gov">www.irs.gov</a>           |

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| <b>Selective Service Proof</b>  | The Department of Education requires all male students register for Selective Service at age 18. If this is not completed you will not be eligible for federal student aid. Please provide proof that you have complete the Selected Service Process.   | <a href="https://www.sss.gov/Home/Registration">https://www.sss.gov/Home/Registration</a> |
| <b>Spouse Tax Transcript</b><br>(or)<br><b>Spouse W2</b>  | The Department of Education requires us to collect a copy of your spouse's 2015 Federal Tax Return Transcript and Federal Wage and Income Statement from the IRS to ensure that the income reported on the FAFAS is accurate. Please contact the Internal Revenue Service (IRS) and request a copy of the 2015 Federal Tax Return Transcript.   | <a href="http://www.irs.gov">www.irs.gov</a>  |
| <b>Statement of Ed Purpose</b>  | The Department of Education has indicated that you must provide a Statement of Educational Purpose. Please follow the link provided to get the document and send it to the Office of Financial Assistance. Until this is resolved you are not eligible for Federal Student Aid.   | <a href="#">Statement of Educational Purpose</a>  |
| <b>Student Filing Status</b><br>(or)<br><b>Student Tax Transcript</b><br>(or)<br><b>Student W2</b><br>(or)<br><b>Student income tax</b><br>(or)<br><b>Tax Status Assumed</b><br>(or)<br><b>Student income tax error</b> | The Department of Education requires us to collect a copy of your 2015 Federal Tax Return Transcript and your 2015 Wage and Income statement from the IRS to ensure that the income reported on the FAFSA is accurate. If you filed taxes for 2015, you can use the Data Release Tool (DRT) on the FAFSA. Otherwise, please contact the Internal Revenue Service (IRS) and request the documents for 2015 | <a href="http://www.irs.gov">www.irs.gov</a>  |
| <b>Student Verification Frm</b>   | You have been selected for verification by the Department of Education. You are required to provide us with additional information to ensure that we have the correct information on your FAFSA. Please complete the verification worksheet and return it to the Office of Financial Assistance. You are not eligible to receive federal aid until the verification review has been completed.            | <a href="#">Independent/Student Verification Form</a>                                     |
| <b>Verification Complete</b>  | The verification review of your 2017-18 FAFSA is complete.  | N/A   |