

VERIFICATION WORKSHEET VERSION 4

2018 – 2019

Due to the information provided in your (2018-2019) *Free Application for Federal Student Aid* (FAFSA), your form was selected for review in a process called *Verification*. The FAFSA will be compared to the information on this worksheet, along with any other required documents. If there are inconsistencies, the FAFSA may need to be corrected. Your parent(s) must complete and sign this worksheet, then submit it (with all other requested documents) to the College's Student Financial Services Office.

This process takes **14 business days from the time that all requested documents are received (i.e., this does not count any time for necessary corrections)**. Please be advised that it may take longer during times of peak activity at the College (i.e., the beginning of the fall and spring). **For this reason, it is essential to check the College's Calendar for the Financial Aid Guaranteed Deadline during the term of enrollment.** Forms are located online at: polk.edu (click on Admission & Aid, then Financial Aid, and then Forms (left tabs)). Questions about verification should be directed to the Student Financial Services Office as soon as possible to prevent delay in receipt of financial aid.

Student Name (Please Print): _____ Student ID: _____

Contact Phone Number: _____ Term: _____

A. Dependency Status and Family Information: Please read the information and check the appropriate box.

_____ **Dependent Status:** I was required to provide parental data on the FAFSA. This includes students who do not live with their parents, and do not fall in the following categories: married, financially supporting a child at 51% (from July 1, 2018 through June 30, 2019), serving in the military, a veteran or a qualified unaccompanied youth.

_____ **Independent Status:** A student is considered independent if he or she is married, has a child that he or she must take care of 51% of the year, serves in the military, is a veteran, or is a qualified unaccompanied youth.

B. High School Completion Status – Please check the box that indicates the high-school completion status. **Please select only one box. This pertains to the student only.*_____ **High School Diploma**

Please include a copy of the high school diploma or copy of the final high school transcript that includes the date of high school completion.

_____ **GED Completion**

Please include a copy of the GED Certificate or the official copy of the GED Transcript.

_____ **State Certificate**

Please include a copy of the certificate the student received when passing a state-authorized examination that is recognized as the equivalent of a diploma.

_____ **Associate Program Completion**

Please include evidence that the student completed at least a two-year degree that is acceptable to apply for full credit toward a baccalaureate degree.

_____ **Students who completed secondary education in a foreign country**

Please include documentation of the "secondary school-leaving certificate" or other similar document of completion.

_____ **Home-Schooled Students**

Please include a transcript (or the equivalent) signed by the student's parent or guardian that lists the secondary school courses that the student completed and a statement that the student successfully completed a secondary school education in a homeschool setting.

Validity of Identification and Statement of Educational Purpose: Please check the line above (**ONLY ONE**) that indicates the **high school completion status**. Please present in person an unexpired valid government-issued photo identification. Acceptable identification cards include, but are not limited to: a driver's license, state-issued identification, military identification, or passport.

Note: Copies are not accepted under any circumstances.



Student Financial Services

I, _____, (the student) certify that I am the individual signing this **Statement of Educational Purpose** and that the federal financial aid assistance I may receive will only be used for educational purposes to pay for the cost of attending Polk State College for 2017-2018 Academic Year.

NOTARY STAMP

DATE

Signature of Notary

Received By (SFS Regular Employee Only)

Student Signature

Date

Parent Signature (*if dependent*) or Spouse

Date

Office of Student Financial Services
999 Avenue H NE
Winter Haven, FL 33881-4299
Phone: 863.297.1004
Fax: 863.298.6850; E-mail: financialaid@polk.edu