



Huntsville Bible College

2017-2018 Verification Worksheet Tracking Group (V4)-Custom

Your 2017-2018 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, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed,

A. Student's Information

| | | | | |
|---------------|---------------|------------|---------------------------|----------------------|
| Last Name | | First Name | M.I. | Last 4 Digits of SSN |
| Address | | City | State | Zip Code |
| HBC ID Number | Email Address | | Home or Cell Phone Number | |

B. High School Completion Status

Provide one of the following documents that will indicate your high school completion status when you begin college in 2018-2019:

- A copy of your high school diploma.
 - A copy of your final official high school transcript that shows the date when the diploma was awarded.
 - A state certificate or transcript you received after you 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.
- If you completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.

An academic transcript that indicates you successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.

If you were homeschooled in a state where state law requires you to obtain a secondary school completion credential for home-school (other than a high school diploma or its recognized equivalent), a copy of that credential.

If you were homeschooled in a state where state law does not require you to obtain a secondary school completion credential for home-school (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by your parent or guardian, that lists the secondary school courses you completed and includes a statement that you successfully completed a secondary school education in a home-school setting.

Contact the financial aid office if you are unable to obtain the documentation listed above.

C. Identity and Statement of Educational Purpose (To Be Signed In the Presence of a Notary)

If you are able to appear in person at Huntsville Bible College (Name of Postsecondary Educational Institution) to verify your identity, you must provide:

- (a) A copy of the unexpired-valid government-issued photo identification (ID) that is acknowledged in the notary statement below or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport. Huntsville Bible College

- (b) 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 receive and review the student's ID.

If you are unable to appear in person at Huntsville Bible College (Name of Postsecondary Educational Institution) to verify your identity, you must provide:

Student Name: _____ Last 4 Digits of Student's SSN: _____

- (c) A copy of the unexpired-valid government-issued photo identification (ID) that is acknowledged in the notary statement below or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and
- (d) The original Statement of Educational Purpose, which is provided below, must be notarized,

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 _____ (Name of Postsecondary Educational Institution) for 2018-2019.

Student Signature

Date

HBC ID Number

Notary's Certificate of Acknowledgement

State of _____ City/County of _____

On _____ (Date), before me, _____, (Notary's name) personally appeared _____ (Printed name of signer) and proved to me 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 (place seal here

(Notary signature) My commission expires on _____

E. Certification and Signature

Each person signing this worksheet certifies that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet along with parent. If married, the spouse's signature is optional.

Student's Signature

Date

Parent's Signature

Date

HBC Financial Aid Staff Member's Signature

Date

(ONLY IF WITNESSING IN-PERSON SIGNATURES OF STUDENT AND PARENT)

HBC Financial Aid Staff Member's Name & Title

(IF SIGNED ABOVE, MUST ALSO COPY ORIGINAL ID'S)

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

**Return Form to:
Huntsville Bible College
Office of Student Financial Aid
906 Oakwood Avenue
Huntsville, AL 35811 Fax:
(256) 469-7549
Email: finaid@hbc1.edu**