

2015-2016 FAFSA Verification Information and Forms

VERIFICATION POLICY

When a student files the Free Application for Federal Student Aid (FAFSA), the U.S. Department of Education may randomly select that application for a process called verification. This will be noted on the Student Aid Report. The verification process requires the college to collect additional documents from the student and his/her family in order to verify the accuracy of the information provided on the FAFSA. Along with the verification worksheet, the student will need to provide the Crowder College Financial Aid Office with all the requested documents. Depending on individual situations, additional documents may be requested as needed. It is the student's responsibility to make sure the Crowder College Financial Aid Office receives the items requested in a timely manner. Verification must be completed before aid is awarded and no later than 120 days after your last date of attendance or approximately **September 1, 2016**, whichever is earlier. Failure to complete the verification process voids all Federal awards.

If there are differences between your application information and financial documents, corrections will be submitted by our office to the Central Processing System. If your award changes as the result of a correction, you will receive an updated Student Aid Report from the Central Processor with the corrected Expected Family Contribution.

To avoid a delay in the processing of your federal student aid:

- Perform an IRS Tax Retrieval when completing your FAFSA. If you are unable to perform the IRS Tax Retrieval, request the appropriate tax transcripts.
- The verification worksheet and all additional requested forms must be signed by all applicable parties
- All questions requiring a dollar amount must be completed and cannot be left blank
- If there are discrepancies regarding other income information reported, additional documents could be requested at a later date