



# CUSTOM VERIFICATION (V4) WORKSHEET

## 2023-2024

### Federal Student Aid Programs

Your Free Application for Federal Student Aid (FAFSA) was selected for verification which compares your FAFSA information to your financial documents. This is a federal requirement under 34CFR. If there are any differences, corrections will be made to the FAFSA and sent to the U.S. Department of Education for confirmation.

### What you must do:

- Complete all sections of this form according to your dependency status in Blue or Black ink only. **Incomplete worksheets cause delays and will be returned for completion.**
- Before signing the Identity/ Educational Purpose section of this form, the student must sign in the presence of a LincolnU Financial Aid official (if in person) or certified Notary (if not in person).
- You and one parent must complete and sign this form **(for dependent students only)**.
- Bring, fax, or mail your completed form to the LincolnU Student Financial Services Office.
- Do not make any additional income/ household size/ number in college corrections to the FAFSA once this form has been submitted.
- Contact the LincolnU Student Financial Services Office if you have questions completing this form.

**The final deadline to complete the verification process** is established by the Federal government and published in the Federal Register on an annual basis- [www.federalregister.gov](http://www.federalregister.gov).

### STUDENT INFORMATION

Student Name	LincolnU SID#
LincolnU Email	Phone Number (Include area code)
Permanent Address	
City/State/Zip	Birthdate

### HIGH SCHOOL COMPLETION

Provide ONE of the following documents that indicates your high school completion status when you begin college in 2023-2024.

Check the box that applies:

<input type="checkbox"/> High School diploma (with specific graduation date).	<input type="checkbox"/> If you completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar documents.
<input type="checkbox"/> A copy of your final official high school transcript that shows the date when the diploma was awarded.	<input type="checkbox"/> A state certificate or transcript received after you passed a State-authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSet, TASC, or other State-authorized examination).
<input type="checkbox"/> 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.	<input type="checkbox"/> If you were homeschooled in a state where the state law requires the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a copy of that credential.
<input type="checkbox"/> If you were homeschooled in a state where state law does not require the student to obtain a secondary school completion credential for homeschooling (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 completed secondary school education in a homeschool setting.	

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

Print your Name and Student ID Number on ALL Documents ■ Return this form with all documents attached by mail, fax, or in person:  
Student Financial Services ■ 820 Chestnut St., 103 Young Hall ■ Jefferson City, MO. 65101  
Fax ■ (573) 681- 5871

**BEFORE YOU/ YOUR PARENT (IF DEPENDENT) SIGNS BELOW....**

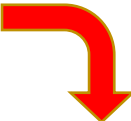
- \* Manually sign with a ballpoint pen.
- \* Forms with digital/electronic/typed signatures cannot be accepted and will be marked as incomplete.
- \* Make sure you have not left any section blank.
- \* Make sure all required documents are attached AND include the student ID on each additional page.

Each person signing certifies that all information reported is complete and correct. Each person also understands that if any section is left blank, any document(s) that are listed as "required" but not submitted is considered incomplete and aid will NOT be granted. I/We, understand that all formal communication is sent to the preferred email account established for electronic communication from the Office of Student Financial Aid at Lincoln University about required or follow-up document request, and that any "Received or Incomplete" requested information can also be accessed through the Blue Tiger Self-Service portal for Financial Aid. The student and at least one parent whose information was reported on the 2022-2023 FAFSA must sign and date this worksheet.

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

Student	Date	Parent	Date

**STOP HERE- READ THE FOLLOWING INSTRUCTIONS CAREFULLY**



**IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE**

In order to complete the verification process, you the student must appear **IN PERSON** at LincolnU to verify his or her identity by presenting a valid government-issued photo identification (ID), such as, but not limited to, a state issued driver's license, other state-issued ID, or passport. LincolnU will maintain a copy of the student's photo ID that is annotated with the date it was received and the name of the official at the institution authorized to collect the student's ID. **This section must be completed in the presence of a financial aid administrator.** **OR**

If you are **Unable to appear IN PERSON at LincolnU** to verify your identity, you the student must provide to the institution: (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; and (b) the original Statement of Educational Purpose provided below, which must be notarized. 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. **This section must be completed in the presence of a Public Notary.**

**Statement of Educational Purpose (COMPLETE THIS SECTION IF YOU ARE IN PERSON)**

I certify that, I (*print student 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 the LincolnU for 2023-2024.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Student ID Number \_\_\_\_\_

Financial Aid Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

**Notary's Certificate of Knowledge (ONLY COMPLETE THIS SECTION IF YOU ARE UNABLE TO APPEAR IN PERSON)**

State of \_\_\_\_\_ City/County of \_\_\_\_\_ on \_\_\_\_\_

Before me, \_\_\_\_\_ Notary's Name personally appeared, \_\_\_\_\_ Printed Name of Signer

And provided to me on basis of satisfactory evidence of identification \_\_\_\_\_ Type of unexpired Government-Issued Photo ID

To be the above-name person who signed the foregoing instrument.

Witness my hand and official seal \_\_\_\_\_ Notary Signature

SEAL

\_\_\_\_\_ Date Commission Expires