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**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 Rust College 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 Rust College 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 Rust College 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 | Rust College SID# | |
| Rust College Email | Phone Number (Include area code) | |
| Permanent Address | | |
| City/State/Zip | | Birthdate |

**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.**

Parent Date

Student Date

|  |  |  |
| --- | --- | --- |
| 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 Rust College about required or follow-up document request, and that any “Received or Incomplete” requested information can also be accessed through the Self-Service portal for Financial Aid. The student and at least one parent whose information was reported on the 2023-2024 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. |
|  |  |

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

Printed Name of Signer

Type of unexpired Government-Issued Photo ID Provided

SEAL

Date Commission Expires

Notary Signature

Notary’s Name

In order to complete the verification process, you the student must appear **IN PERSON** at Rust College 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. Rust College 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 Rust College** 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 Rust College 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, personally appeared,

And provided to me on basis of satisfactory evidence of identification

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

Witness my hand and official seal

**IDENTITY AND STATEMENT OF EDUCATIONAL PURPOSE**