Your 2015–2016 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. To verify that you provided correct information Highland Community College (HCC) will compare your FAFSA with the information on this worksheet. By law, we have the right to ask you for this information before awarding federal aid. If there are any discrepancies, HCC may request further clarification and/or documentation. If corrections are needed, HCC will make them on your behalf. Once you submit the requested documents, please do not make any corrections to your FAFSA unless you are instructed to do so by HCC. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documentation as soon as possible.

A. Student’s Information

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<tr>
<th>Last Name</th>
<th>First Name</th>
<th>M.I.</th>
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<tr>
<th>SSN / Student ID number</th>
<th>Date of Birth</th>
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B. High School Completion Status

Provide one of the following documents that will indicate your high school completion status when you begin college in 2015–2016:

- A copy of the student’s high school diploma.

- A copy of the student’s final official high school transcript that shows the date when the diploma was awarded.

- A state certificate or transcript received by a student after the student 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.

- For students who completed secondary education in a foreign country, a copy of the “secondary school leaving certificate” or other similar document.

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

- For a homeschooled student in a state where state law requires the student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.

- For a homeschooled student in a state where state law does not require the student to obtain a secondary school completion credential for homeschool (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 successfully completed a secondary school education in a homeschool setting.

A student who is unable to obtain the documentation listed above must contact the financial aid office.
C. Identity and Statement of Educational Purpose

☐ The student must appear in person at Highland Community College to verify his or her identity by presenting valid government-issued photo identification (ID), such as, but not limited to, a driver’s license, other state-issued ID, or passport. The institution 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 collect the student’s ID.

OR

☐ If the student is unable to appear in person at Highland Community College to verify his or her identity, the student must provide a copy of the valid government-issued photo identification (ID) that is acknowledged in the notary statement below, such as, but not limited to, a driver’s license, other state-issued ID, or passport. The institution will maintain a copy of the student’s photo ID that is annotated by the notary.

In addition, the student must sign, in the presence of the institutional official or notary, the following:

Statement of Educational Purpose:

I certify that __________________________ 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 Highland Community College for 2015-2016.

________________________________________
(Student’s Signature)  
(Date)

Notary Seal/Statement & Signature:

Do not mail this worksheet to the U.S. Department of Education.