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Student ID number

The Department of Education has selected your FAFSA for a review process called *verification*. In this process, the financial aid office will be verifying your high school completion status and identity. Federal regulations require colleges to verify this information before disbursing federal aid. If there are differences between your application and the documents you provide, your FAFSA information will need to be corrected by your Financial Aid Administrator. *This could result in a change of your federal aid eligibility and your current financial aid package.*

**\*Please include the Student ID number on all pages submitted.**

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street Address Apt. # City State Zip Code

Date of Birth \_\_\_\_\_ Email Address \_\_\_\_\_

Primary Phone Number \_\_\_\_\_ Alternate Phone Number \_\_\_\_\_

### Section A: High School Completion Status

1. Select and provide one of the following documents that indicate the student's high school completion status when the student will begin college in 2019-2020:

- ☐ 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.
- ☐ For students who completed secondary education in a foreign country, a copy of the "secondary school-leaving certificate" or other similar document.
- ☐ A copy of the student's General Educational Development (GED) certificate or GED transcript that indicates the student passed the exam, or a state-authorized high-school equivalent certificate.
- ☐ 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 from a state where state law requires the student 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.
- ☐ For a homeschooled student from a state where state law does not require the student to obtain a secondary school completion credential for home school (other than a high school diploma or recognized equivalent), a transcript or the equivalent, signed by the student's parent or guardian, that lists the secondary school course the student completed and documents the successful completion of a secondary school education in a home school setting.
- ☐ Copy of a military form DD214.

**\*\* If the student is unable to obtain the documentation listed above, he or she must contact the financial aid office. \*\***

If I purposely give false or misleading information on this worksheet, I may receive a fine, a prison sentence, or both. By signing this information request, I am certifying that all information is complete and correct.

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

Parent/ Spouse Signature \_\_\_\_\_ Date \_\_\_\_\_

\*Please note that email is not always a secure method of communication and may inadvertently expose your information if misdirected. Bluefield College suggests using fax, U.S. Postal Service or personal delivery as a more secure method of delivery. If you choose to submit information through email, Bluefield College will not be responsible for any exposure of data.

## Section B: Identity & Statement of Educational Purpose

Please complete one of the following options below based on your convenience:

**1.** The student must appear in person at Bluefield 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, or other state-issued ID, or passport. **The institution will maintain a copy of the student's photo ID** that is annotated with the date it was received and reviewed including the name of the official at the institution authorized to collect the student's ID.

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

### STATEMENT OF EDUCATIONAL PURPOSE

I certify that I (print name) \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the Federal student financial assistance I receive will only be used for educational purposes and to pay the cost of attending Bluefield College for 2019-2020.

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

Authorized BC Official \_\_\_\_\_ Date \_\_\_\_\_

**2.** If the student is unable to appear in person at Bluefield College to verify his or her identity, the student must provide:

- A. 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; and
- B. The **original** notarized Statement of Educational Purpose provided below.

### STATEMENT OF EDUCATIONAL PURPOSE

I certify that I (printed 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 Bluefield College for 2018-2019.

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

### NOTARY'S CERTIFICATE OF ACKNOWLEDGMENT

State of \_\_\_\_\_ city/county of \_\_\_\_\_ on \_\_\_\_\_, Date

before me, \_\_\_\_\_ personally appeared,  
Notary's Name  
\_\_\_\_\_, and provided to me on basis of satisfactory  
Printed Name of Signer  
evidence of identification \_\_\_\_\_ to be the above-  
Type of government-issued photo ID provided  
named person who signed the foregoing instrument.

### WITNESS my hand and official seal

\_\_\_\_\_  
Notary's Signature  
My commission expires on \_\_\_\_\_  
Date

