University of Northwestern – St. Paul
2013-2014 Verification Worksheet

Your application was selected for review in a process called "Verification." Northwestern will be verifying certain information regarding your high school completion status, identity/statement of educational purpose, Supplemental Nutrition Assistance Program (SNAP-food stamps) and your child support paid. Federal law requires us to collect this information before disbursing federal aid. If there are differences between your FAFSA application information and this worksheet and/or other financial documents, Northwestern may need to make corrections to the information on your FAFSA.

Please complete this verification form as soon as possible and return it to the University of Northwestern – St. Paul Financial Aid Office so that your financial aid will not be delayed. Students will receive an award offer within two weeks once the verification process is complete.

A. Student Information

Last Name First name M.I. Student ID number or last four digits of SSN

Date of Birth Phone number (include area code)

B. High School Completion Status

Provide one of the following documents to the financial aid office that indicates the student's high school completion status when the student will begin college in 2013–2014:

- 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 copy of the student's General Educational Development (GED) certificate or GED transcript.
- An academic transcript that indicates that the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.
- If State law requires a homeschooled 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.
- If State law does not require a homeschooled 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 documents the successful completion of a secondary school education in a homeschool setting.

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

C. Receipt of SNAP Benefits

By signing this worksheet (section F), the student certifies that a member of the student's household, received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2011 or 2012. SNAP may be known by another name in some states. For assistance in determining the name used in a state, please call 1-800-4FED-AID (1-800-433-3243).

The student's household includes:

- The student
- The student's spouse, if the student is married.
- The student's spouse or spouse's other children if the student or spouse will provide more than half of their support from July 1, 2013, through June 30, 2014, even if the children do not live with the student.
- Other people if they now live with the student and the student or spouse provide more than half of their support and will continue to provide more than half of their support through June 30, 2014.

Note: If we have reason to believe that the information regarding the receipt of SNAP benefits is inaccurate, we may require documentation from the agency that issued the SNAP benefits in 2011 or 2012.

D. Identity and Statement of Education Purpose (To Be Signed at University of Northwestern – St. Paul)

The student must appear in person at University of Northwestern – St. Paul to verify his or her identity by presenting a 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 with the date it was received and 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 (must be signed in front of a financial aid counselor at Northwestern)

I certify that I _____ am the individual signing this
(Print Student's Name)
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
_____ for 2013–2014.
(Name of Postsecondary Educational Institution)

_____ _____
(Student's Signature) (Date)

_____
(Student's ID Number)

E. Child Support Paid

The student or the student's spouse, who is a member of the student's household, paid child support in 2012. List below the names of the persons who paid the child support, the names of the persons to whom the child support was paid, the names of the children for whom the child support was paid, and the total annual amount of child support that was paid in 2012 for each child.

If more space is needed, provide a separate page that includes the student's name and ID number at the top.

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2012
Betty Jones (example)	*Alex Jones*	*Suzy Jones*	*$3,400*

Note: If we have reason to believe that the information regarding child support paid is not accurate, we may require additional documentation, such as:

- A copy of the separation agreement or divorce decree that shows the amount of child support to be provided;
- A statement from the individual receiving the child support certifying the amount of child support received; or
- Copies of the child support payment checks or money order receipts.

F. Sign this worksheet

Each person signing this form certifies that all the information reported on it is complete and correct. The student must sign and date.

_____
Student **Date**

_____
Spouse (optional) **Date**

Submit this signed form to:
University of Northwestern – St. Paul, Financial Aid Office
3003 Snelling Ave N
St. Paul, MN 55113.
Fax: 651-628-3332

Traditional Undergraduate students
Email: financialaid@unwsp.edu
Phone: 651-631-5212 or 866-853-2455

Adult Undergraduate, Graduate Studies or Online students (UOL)
Email: gcefinaid@unwsp.edu
Phone: 651-631-5105 or 888-362-8715