



**2017–2018 DEPENDENT VERIFICATION WORKSHEET
TRACKING GROUP V4 – CUSTOM**

Your 2017–2018 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

I. Student's Information

_____	_____	_____	_____
Student's Last Name	First Name	M.I.	Student's Social Security Number
_____			_____
Student's Street Address (include apt. no.)			Student's Date of Birth
_____			_____
City State Zip Code			Student's Email Address
_____			_____
Student's Home Phone Number (include area code)			Student's Alternate or Cell Phone Number

II. High School Completion Status

Provide **one** of the following documents that indicate the student's high school completion status when the student will begin college in 2017–2018. Please **check** the box next to the item you will be submitting.

- 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 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.



HAWAI'I PACIFIC UNIVERSITY

Financial Aid Office

Student's Last Name First Name M.I.

III. Identity and Statement of Educational Purpose (To Be Signed at the Institution)

Please note that the student must complete either number one **or** two below. Number one must be signed at the institution. Option two must be notarized.

1. Must Be Signed at the Institution

The student must appear in person at _____ to
(Name of Postsecondary Educational Institution)

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

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 2017–2018.
(Name of Postsecondary Educational Institution)

(Student's Signature)

(Date)

(Student's ID Number)



HAWAI'I PACIFIC UNIVERSITY

Financial Aid Office

Student's Last Name First Name M.I.

2. Must Be Signed With Notary

If the student is unable to appear in person at _____
(Name of Postsecondary Educational Institution)

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 _____ 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 2017-2018.

(Name of Postsecondary Educational Institution)

(Student's Signature)

(Date)

(Student's ID Number)

Notary's Certificate of Acknowledgement

State of _____

City/County of _____

On _____, before me, _____,
(Date) (Notary's name)

personally appeared, _____, and provided to me
(Printed name of signer)

on basis of satisfactory evidence of identification _____
(Type of government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal
(Seal)

(Notary signature)

My commission expires on _____
Date



Student's Last Name First Name M.I.



IV. Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must **hand-sign** and date. (***No electronic signatures accepted***)

WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.

Print Student's Name

Student's ID Number

Student's Signature

Date

Parent's Signature (*Dependent Students Only*)

Date

Submit in Person: **Hawai'i Pacific University Financial Aid Office**
1164 Bishop Street, Suite 201
Honolulu, Hawai'i 96813-2882

Submit by Email: financialaid@hpu.edu

Submit by FAX: (808) 544-0884