



Important Verification Information

What is verification?

Verification is the Federally regulated process of checking the accuracy of the FAFSA data provided by the student and if applicable, the student's parents.

What documentation is required for verification?

The documentation required will ask the same basic questions the FAFSA does, but in a different format.

Documents provided or downloadable by Drury University:

- Student Data/Drug Offense Certification
- Statement of Educational Purpose/Registration Compliance
- Worksheets ABC (completed line by line)
- Verification Worksheet (completed with household members according to appropriate definition of Independent or Dependent student, all signatures are required on the reverse)
- Cash and Net Worth Statement

Proper documentation of Federal taxes is also necessary.* State taxes are not acceptable. **The tax returns must be signed.**

- **Student's** Federal 1040, 1040A, or 1040EZ, signed copy
- **Spouse's** Federal 1040, 1040A, or 1040EZ, signed copy (required even if student was not married, but filed FAFSA as a married student)
- **Parents'** Federal, 1040A, or 1040EZ, signed copy (must include step-parent's information if custodial parent was married when FAFSA was filed)
- Student's, spouse's/parents' W2 form(s) that total the amount listed as wages on Federal tax return
- Schedules C/CEZ and/or F, if applicable, filed with tax returns are required

Additional documents will be requested as necessary.

*Note: E-File, tax summaries, and/or recaps are not acceptable forms for the verification process.

If I get married or divorced after I have filed my FAFSA, do I file a new FAFSA under my new name?

No. Please contact the Office of Financial Aid in writing and we will correct the last name. Due to complications that can occur with filing more than one FAFSA per year, your aid eligibility may be jeopardized. Also, if you have originally filed your FAFSA as a dependent student, you should not file a new FAFSA for the same year as a married student with spousal information. Doing so, will result in complications with your financial aid eligibility.

What happens if the information I, or my parents, reported on the FAFSA is inaccurate?

The FAFSA form must be completed with accuracy and the information supplied is subject to verification by the school, state, or U.S. Department of Education. In addition, failure to provide requested documentation may result in loss of financial student aid as the school cannot disburse funding prior to completion of the verification process.

As stated under FAQs at <http://www.fafsa.ed.gov>: If you get federal student aid based on incorrect information, you will have to pay it back; you may also have to pay fines and fees. If you purposely give false or misleading information on your application, you may be fined \$20,000, sent to prison, or both.

What if I have already finished verification for the school year at a different school?

Drury University must conduct its own verification process according to Federal regulations and guidelines.

How long will the verification process take?

Once all completed documents are received, verification can take up to 6-8 weeks. Incomplete documents will delay the process of verification. It will also delay the processing of any Stafford Loan application.

Important websites and phone numbers

<http://www.fafsa.ed.gov>

To file the FAFSA

800-4-FEDAID

<http://www.sss.gov>

To check or request selective service registration

<http://www.irs.gov>

To request copies of tax returns or transcripts

800-829-1040

<http://www.drury.edu/fa>

To print copies of Drury University's verification documents

Drury University Office of Financial Aid
900 North Benton Avenue
Springfield, MO 65802

Phone: 417.873.7312
Fax: 417.873.6909
E-mail: fa@drury.edu