

## I'VE BEEN SELECED FOR VERIFICATION.

### *What do I do now?*

About one-third of FAFSA submissions are selected for verification. The verification process requires submission of additional documents to the Financial Aid Office in order to support information entered on the application.

Students (and/or parents) may be asked to provide tax return transcripts, siblings' college registration forms, proof of income, or other supporting documentation.

Once a student's information has been selected for verification by the U.S. Department of Education, the Financial Aid Office must verify the information in question. If students do not complete the verification process, they will not receive Federal financial aid. Aid cannot be disbursed to a student until the verification process is complete. Once the verification process is complete, a student's aid package may increase, decrease, or remain unchanged, depending on the verification outcome.

While the process may seem intimidating, do not be discouraged! Here are four things to know about [FAFSA](#) verification:

#### 1. **RELAX:**

A common misconception is that being selected for verification is a sign of something negative. Just because you're selected for verification, doesn't mean you've done anything wrong. The Financial Aid Office is just confirming that the numbers on the FAFSA match up with original documentation. Some student applicants may be selected to clear up inconsistencies or to gather missing information.

#### 2. **BE ALERT:**

Missing the notification that your FAFSA was selected for verification isn't a valid excuse not to complete the process. Your financial aid will be held up if the Financial Aid Office is waiting to receive verification information. An asterisk next to the **expected family contribution** amount on the Student Aid Report (SAR), is an indication that the FAFSA was selected for verification.

Additionally, a message will appear in your SRJC [myFinancialAid](#) student portal if you are selected for verification. Students selected for verification will have a verification message posted in the "Documents & Messages" area. A Financial Aid staff member may also contact students if additional information is required. Be sure to respond promptly to requests for information. Sometimes, a student will be not initially be selected for verification, but may be selected at a later point. It is the student's responsibility to check myFinancialAid regularly after filing the FAFSA for important information regarding their aid, including missing documents.

#### 3. **BE PROMPT:**

While completing financial aid paperwork is not on the top of the "fun things to do" list, students shouldn't delay submitting verification documents. Some awards may have limited availability. Financial aid is a process and processes take time. Student information is reviewed in order of date received, so the sooner your documentation is complete, the sooner your file will be reviewed by a staff member.

#### 4. **DON'T GUESS WHEN COMPLETING THE FAFSA:**

One way to minimize the chances of being selected for verification is to use the IRS Data Retrieval Tool, a Federal tool that transfers tax information directly from the IRS to the FAFSA. Filling out the FAFSA accurately and completely the first time around can minimize the chances of being selected for verification.

Need assistance? Contact the Financial Aid Office at (707) 527-4471 or visit us during our office hours.