



## 2019-2020 INDEPENDENT CUSTOM VERIFICATION GROUP (V4) INSTRUCTIONS

### Instructions for Completing the Independent Custom Verification Group (V4) Form

#### **A. Instructions**

We have received the student's 2019-2020 Free Application for Federal Student Aid (FAFSA). The student's FAFSA was selected for review in a process called Verification. As part of this process, Jackson State University is required by federal regulation to collect information to verify that the FAFSA information is accurate. If any differences are found, we will make corrections electronically on the student's behalf and the student will receive an updated Student Aid Report (SAR).

Clearly print and complete all information. Do not leave any items blank; enter "N/A" if not applicable. If more space is needed for any of the sections, provide a separate sheet that includes the requested information, and include the student's name and J-Number at the top of each sheet. The student must complete and return their form to the Financial Aid Office as soon as possible.

#### **B. 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 2019-2020:

- A copy of the student's high school diploma **or** 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 state certificate or transcript received by a student after the student passed a State authorized examination (GED test, HiSET, TASC, or other State-authorized examination) that the State recognizes as the equivalent of a high school diploma.
- 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 student who was homeschooled in a State where State law requires the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a copy of that credential.
- For a student who was homeschooled in a State where State law does not require the student to obtain a secondary school completion credential for homeschooling (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 includes a statement that the student successfully completed a secondary school education in a homeschool setting.

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**Note:** A student who is unable to obtain the documentation listed above must contact the JSU Financial Aid Office at 601-979-2227 or email at [finaid@jsums.edu](mailto:finaid@jsums.edu).

**C. Certification**

Each person signing this worksheet certifies that all of the information reported on it is correct and complete.

**WARNING:** If an individual purposely give false or misleading information on this worksheet, he/she may be fined, be Sentenced to jail, or both.

**D. Identity and Statement of Educational Purpose**

The student must appear in person at Jackson State University and complete the Identity and Statement of Educational Purpose 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 by the institution with the date it was received and reviewed and the name of the official at the institution authorized to collect the student's ID.

If the student is unable to appear in person at Jackson State University 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 provided or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and (b) The original Statement of Educational Purpose must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

**E. Identity and Statement of Educational Purpose**

The student must appear in person at Jackson State University and complete the Identity and Statement of Educational Purpose to verify his or her identity by presenting an unexpired 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 by the institution with the date it was received and reviewed and the name of the official at the institution authorized to collect the student's ID.

If the student is unable to appear in person at Jackson State University to verify his or her identity, the student must provide: (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement provided or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and (b) The original Statement of Educational Purpose must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.