



**LOUISIANA TECH UNIVERSITY**  
Office of Financial Aid  
2020-2021 Verification Worksheet

Please return this form to:  
Louisiana Tech University  
Office of Financial Aid  
P.O. Box 7925, Ruston, LA 71272

**INDEPENDENT STUDENT**

**Custom Verification - Tracking Group V4**

**Important Notes:**

Your 2020-2021 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states before awarding Federal Student Aid, we may ask you to confirm the information you and your spouse (if you are married) reported on your FAFSA. To verify that you provided correct information, the financial aid administrator will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences between your application and your financial documents, Louisiana Tech will submit corrections electronically to the Federal Processor. You will receive e-mail confirmation from the Department of Education if changes to your FAFSA are processed. Complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at Louisiana Tech University. We may request additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

*Your school must review the requested information, under the financial aid program rules 34 CFR, Part 668.*

**Step 1. Student Information**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
STUDENT'S Last Name	First Name	M.I.	STUDENT'S CWID# or SSN#
<input type="text"/>			<input type="text"/>
STUDENT'S Local Address (include apt. no.)			STUDENT'S Date of Birth (MM/DD/YYYY)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
City	State	Zip Code	PARENT(S) Home Ph. (include area code)
<input type="text"/>			<input type="text"/>
STUDENT'S Email Address			STUDENT'S Other Ph. (include area code)

**Step 2. High School Completion Status**

Provide one of the following documents to indicate the student's high school completion status when the student begins college in 2020-2021:

Choose the document that you will attach to this worksheet:

1	A copy of the student's high school diploma.
2	For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.
3	A copy of the student's final official high school transcript that shows the date when the diploma was awarded.
4	A state certificate or transcript received by a student after the student passed a State-authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSET, TASC, or other State-authorized examination).
5	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.
6	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.
7	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.
8	A student who is unable to obtain the documentation listed above must contact the financial aid office.

### Step 3. Identity and Statement of Educational Purpose

In order to complete the Verification process, the student must appear in person at Louisiana Tech University 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 receive and review the student's ID. In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

**If the student is unable to appear in person at Louisiana Tech University to verify his or her identity, the student must provide to the institution:**

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, 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 provided below, which 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.

#### Statement of Educational Purpose

I certify that I \_\_\_\_\_ am the individual signing this 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 Louisiana Tech University for 2020-2021.

Student's Signature: \_\_\_\_\_

Student's ID Number: \_\_\_\_\_

Financial Aid Administrator Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### Notary's Certificate of Acknowledgement - necessary only if you cannot appear in person

State of: \_\_\_\_\_ City/County of: \_\_\_\_\_ on: \_\_\_\_\_

before me, \_\_\_\_\_ personally appeared, \_\_\_\_\_

*Notary's Name*

*Printed name of signer*

And proved to me on basis of satisfactory evidence of identification \_\_\_\_\_

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

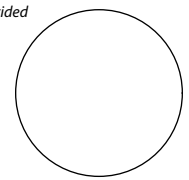
*Type of government-issued photo ID provided*

#### WITNESS my hand and official seal

My commission expires on \_\_\_\_\_

*Notary's Signature*

*Notary Seal*



### Step 4. Certification and Signatures

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent **must** sign and date.

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

Student's Signature:

Date:

Parent's Signature:

Date: