Your 2019–2020 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 MassBay will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid office. If you have questions about verification, contact the Financial Aid office at (781) 239-2600 as soon as possible so that your financial aid will not be delayed.

We cannot continue to process your financial aid until verification has been completed, so please provide the required documents as soon as possible. Mail the completed worksheet to our office or FAX to (781) 239-2607. It is recommended that you make a copy of this form for your records.

A. STUDENT INFORMATION

Name                  MassBay ID#

Street Address, City, State, Zip Code        Date of Birth

Phone Number                  Email Address

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.
- For students who completed secondary education in a foreign country, a copy of the “secondary school leaving certificate” or other similar document.
- A copy of the student’s final official high school transcript that shows the date when the diploma was awarded.
- 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).
- 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.

NOTE: If the student is unable to obtain the documentation listed above, he or she must contact the financial aid office.
C. Identity and Statement of Educational Purpose *(To Be Signed in person at MassBay)*

The student *must* appear in person at MassBay Community College 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 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 Statement of Educational Purpose provided below:

**Statement of Educational Purpose**

I certify that I ________________________________________ am the individual signing

(Print Student’s Name)

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 MassBay Community College for 2019-2020.

_________________________________________  ____________________________
Student’s Signature  Date

_________________________________________  ____________________________
Student’s Printed Name  MassBay ID#

_________________________________________  ____________________________
Financial Aid Administrator’s Signature  Date

*It is recommended that you make a copy of this worksheet for your records.*