2016-2017 Institutional Verification Worksheet
Dependent Student

Your 2016-2017 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 and your parents reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and a parent whose information was reported on the FAFSA must complete and sign this institutional verification document, attach any required documents, and submit the form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

Please complete using black or blue ink only.

A. Student’s Information

<table>
<thead>
<tr>
<th>Student’s Last Name</th>
<th>First Name</th>
<th>M.I.</th>
<th>Student’s Identification (ID) Number</th>
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<thead>
<tr>
<th>Student’s Street Address (include apt. no.)</th>
<th>Student’s Date of Birth</th>
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<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
<th>Student’s Email Address</th>
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<tr>
<th>Student’s Home Phone Number (include area code)</th>
<th>Student’s Alternate or Cell Phone Number</th>
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B. 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 2016–2017:

- 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.

A student who is unable to obtain the documentation listed above must contact the financial aid office.
C. Identity and Statement of Educational Purpose

Please check a box.

☐ I will appear in person at New Mexico Tech to verify my 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 with the date it was received and the name of the official at the institution authorized to collect the student’s ID. (Complete Section I).

☐ I am unable to appear in person at New Mexico Tech to verify my identity. (Complete Section II).

I. The student must sign, in the presence of the institutional official, the following:

Statement of Educational Purpose

I certify that I ___________________________________ am the individual signing this
(Print Student’s Name)
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 New Mexico Tech for 2016-2017.

_________________________________________    _______________
(Student’s Signature)        (Date)

______________________
(Student’s ID Number)

II. If unable to appear in person at New Mexico Tech 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 below, such as but not limited to a driver’s license, other state-issued ID, or passport; and

(b) The original notarized Statement of Educational Purpose provided below.

Statement of Educational Purpose

I certify that I ___________________________________ am the individual signing this
(Print Student’s Name)
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 New Mexico Tech for 2016-2017.

_________________________________________    _______________
(Student’s Signature)        (Date)

______________________
(Student’s ID Number)
Notary’s Certificate of Acknowledgement

State of ________________________________________________________________________

City/County of ___________________________________________________________________

On_____________________, before me, ____________________________________________,
(Date)             (Notary’s name)
personally appeared, ____________________________________________, and provided to me
(Printed name of signer)
on basis of satisfactory evidence of identification _______________________________________
(Type of government-issued photo ID provided)
to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal
(seal)                                            ________________________________________
(Notary signature)
My commission expires on _________________________
(Date)

D. Child Support Paid

If the student and/or spouse, who is a member of the student’s household, paid child support in 2015, provide in the space
below the names of the persons who paid the child support, the names of the persons to whom the child support was
paid, the names and ages of the children for whom the child support was paid, and the total annual amount of child
support that was paid in 2015 for each child.

If more space is needed, provide a separate page that includes the student’s name and ID number at the top.

<table>
<thead>
<tr>
<th>Name of Person Who Paid Child Support</th>
<th>Name of Person to Whom Child Support was Paid</th>
<th>Name and Age of Child for Whom Support Was Paid</th>
<th>Annual Amount of Child Support Paid in 2015</th>
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Total Amount of Child Support Paid $  

Note:  If we have reason to believe that the information regarding child support paid is inaccurate, we may require
additional documentation, such as:

▪ A signed statement from the individual receiving the child support certifying the amount of child support received; or
▪ Copies of the child support payment checks, money order receipts, or similar records of electronic payments having
  been made.

E. Receipt of SNAP Benefits

Please check a box.

☐ The parents certify that a member of the parents’ household received benefits from the Supplemental Nutrition
  Assistance Program or SNAP (formerly known as the Food Stamp Program) sometime during 2014 or 2015.
  • Please provide documentation of SNAP benefits received during 2014 or 2015 with student’s name
    and ID number on the top of the receipt.

☐ The parents certify that NO members of the parents’ household (listed in Section B of this institutional verification
document) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as the Food Stamp Program) any time during 2014 or 2015.
F. Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

________________________________________ ________________________
Student's Signature     Date

________________________________________ ________________________
Parent's Signature      Date

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

Submit this worksheet to the Financial Aid Office at New Mexico Tech, 801 Leroy Place, Socorro, NM 87801.

Fax to (575) 835-6519 or scan and email to financial-aid@admin.nmt.edu. You should make a copy for your records.