Concordia University

2025-2026 Verification Worksheet 4

Your Free Application for Federal Student Aid (FAFSA) was selected for a review process called "verification." In this process the Financial Aid Office will compare information you entered on your FAFSA with the information you submit on this form. Please complete verification within **two weeks** of receiving the notification that you have been selected for verification. *Your financial aid will not be determined until all verification requirements are completed.* If the requested documentation is not returned before the end of the term, you **WILL NOT** be eligible for Federal, State, or Institutional aid.

What to do:

1. Complete section 1. Make sure to read all instructions as errors can delay the processing of your financial aid. **Leaving questions unanswered WILL result in an incomplete and returned form.**

2. Make arrangements to sign the Verification Worksheet in front of a Concordia Financial Aid Administrator. This requires having an unexpired, valid, government-issued photo ID with you at the time of signing. **IF YOU ARE UNABLE TO APPEAR IN PERSON AT CONCORDIA UNIVERSITY, YOU WILL NEED TO MAKE ARRANGEMENTS TO SIGN THE VERIFICATION WORKSHEET AND THE APPENDIX A IN FRONT OF A NOTARY OR COMPLETE A VIDEO CALL WITH A FINANCIAL AID ADMINISTRATOR.**

3. Mail the completed verification worksheet to the Concordia University Financial Aid Office. **YOU MUST SUBMIT THE ORIGINAL VERIFICATION WORKSHEET – FAXES OR EMAILS WILL NOT BE ACCEPTED.**

Section 1. Student Information

Name: _____ Student ID Number: F00_____

Address: _____ Date of Birth: _____

City, State, Zip: _____ Phone Number: _____

Section 2. Signatures

By signing this worksheet, I (we) certify that all the information reported above is complete and true to the best of my (our) knowledge and belief. (TYPED SIGNATURES OR DIGITAL SIGNATURES WILL NOT BE ACCEPTED – WET SIGNATURES ONLY.)

Student's Signature:_____ Date:_____

Parent's Signature:_____ Date:_____
(Dependent Student's only)

☐ **Video Verification**

Office use only

Verification of signature for verification of match to government issued photo ID.

_____ _____
Financial Aid Administrator (printed) Date

_____
Financial Aid Administrator (signature)