What is Verification

When a student completes the Free Application for Federal Student Aid (FAFSA) the federal government randomly selects applications for a process called verification. Some students never have their application selected and some student applications are selected each year. If selected, the federal government tells the school which items must be verified.

If selected, we will post the requirements on the student's myUCA self-service account and email the student. Once documentation is received from the student/family, staff will review the information provided to determine if any additional information/documentation is required. Once the verification process is complete, staff will make any necessary corrections and resubmit the application to the federal processor for recalculation of eligibility.

This is what the U.S. Department of Education has to say about Verification

"You might see a note on your SAR saying you've been selected for verification; or your school might contact you to inform you that you've been selected……If you're selected for verification, don't assume you're being accused of doing anything wrong….. All you need to do is provide the documentation your school asks for—and be sure to do so by the school's deadline, or you won't be able to get financial aid." – studentaid.ed.gov

Common Mistakes:

We know applying for federal financial aid can be cumbersome and confusing and we assume all mistakes are honest mistakes. With that said, conflicting information must be resolved and corrections must be made prior to eligibility being determined. We are here to help the student obtain the financial resources for which they are eligible.

Common mistakes include:
- Applying late
- Not checking email or the myUCA account to determine what information/documentation is required
- Incorrectly reporting marital status of parents (including step-parents)
- Filing the wrong type of federal tax return
- Reporting the same amount for income and taxes paid

How to make the verification process easier:
- Complete the FAFSA **EARLY.**
- Use the **IRS Data Retrieval Tool** (DRT) when the FAFSA is completed.
- Monitor the student's **UCA email account and myUCA** account for financial aid notifications.
- **RESPOND** to requests for information immediately.
- If you have a question, **ASK**. That is why we are here.

Deadlines:

The financial aid application and all requested documentation should be submitted to the UCA Office of Student Financial Aid as indicated below.

	Fall	Spring	Summer
Considered Priority	**January 15**	**October 15**	**April 1**
Considered Early	**April 15**	**November 15**	**April 15**
Considered Late	**July 1**	**December 1**	**May 1**
Final Deadline	**No later than two weeks prior to the end of the term for which the student is applying. This assumes the student will remain enrolled and attending at least half time for the entire term.**		