

# FAFSA Verification

Verification is a process to confirm the information provided on the FAFSA. A Financial Aid Advisor may ask the applicant to supply copies of documentation, such as income tax returns, W-2 statements and 1099 forms, to verify the data that was submitted on the Free Application for Federal Student Aid (FAFSA). Some students are selected for verification by the U.S. Department of Education, others are selected by Bryan University. Verification selection can be random or may be required if your FAFSA data was incomplete, estimated, conflicting, or inconsistent.

In accordance with C.F.R 668.53 Policies and procedures, Bryan University has established and uses a standard policy and procedure for completing verification of a student's FAFSA information. The policy includes:

The required documentation for completing verification of the selected verification group. Students may be required to submit documents for verification including but not limited to:

1. Proof of Citizenship
2. Proof of selective service registration
3. Verification documents independent/dependent
4. Statement of non-tax filer
5. Admission status
6. All student self-certifications
7. As a financial aid recipient, students have rights and responsibilities that are listed here in the catalog, a hard copy of the rights and responsibilities can also be obtained from the financial aid office
8. A 90-day timeframe in which a student must submit all verification documents
9. Failure to complete verification by the 90th day results in a written communication to the student informing them that financial aid funds will not disburse to their account. A student can appeal this decision by speaking with the financial aid director and establish an adequate mutual plan to complete the necessary documentation to regain financial aid eligibility.
10. If any changes are made to a student's award based on verification findings, the student is notified by phone and is followed up with an email.
11. If any modification is required to a student's FAFSA, students are directed to the FAFSA website.

In accordance with C.F.R 668.16 referrals to the office of the inspector general of the Department of Education are submitted by the Regional Director of Financial Aid. Staff members that feel fraudulent activity is happening, report their findings to the regional director; an additional investigation is completed, and if needed reported to the office of the inspector general of the department of education.