

**2021–2022 Verification Worksheet**  
***Dependent Student- Tracking Group V-4/5***

**D-V4/5**

Your 2021-2022 Free Application for Federal Student Aid (FAFSA) has been selected by the Department of Education for a process called verification. Therefore, we are required to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information, the Office of Financial Aid will compare your FAFSA with the information on this worksheet and any other required documents and make corrections as needed to the Federal Student Aid processor. Title IV awards will not be processed until all documents are verified. If you have questions about verification, please contact the Jackson College Office of Financial Aid at (517) 796-8410.

**STEP 1: Dependent Student’s Information**

Student’s Last Name	Student’s First Name	Student’s M.I.	Student’s Jackson College ID Number
Student’s Street Address (Include Apt. #)			Student’s Date of Birth
City	State	Zip Code	Student’s Primary Phone # (Include Area Code)
Parent Email Address			

**STEP 2: High School Completion Status**

Provide **one** of the following documents that indicate the student’s high school completion status in 2021-2022:

- High school diploma or high school transcript including graduation date. –Continue to **STEP 3**
- Official documentation from high school counselor stating your graduation date and reason why high school diploma/transcript is unavailable. –Continue to **STEP 3**
- General Education Development (GED) Certificate. –Continue to **STEP 3**
- Academic transcript of a successfully completed two-year program acceptable for full credit toward a bachelor’s degree. –Continue to **STEP 3**
- If you are a homeschooled student, a transcript or equivalent, signed by parent or guardian, listing secondary school courses you have completed and documentation that you have successfully completed secondary school education. –Continue to **STEP 3**
- If you are a homeschooled student, a secondary school completion credential provided under State law. –Continue to **STEP 3**

Continue to **STEP 3**: Choose **EITHER** Option 1 (sign with Jackson College employee) **OR** Option 2 (sign with notary)

**Option 1: Complete This Page in Person at JC**

**STEP 3, Option 1: Identity/Statement of Educational Purpose:**      **JC Student ID #:** \_\_\_\_\_

You must also bring the following (**original**) documentation so the Jackson College employee can make a copy.

SOURCE DOCUMENTATION	RECEIVED BY JC EMPLOYEE	JC EMPLOYEE INITIALS
Valid government-issued photo identification, i.e., driver's license, state identification card, military identification or passport.	<input type="checkbox"/> Yes	
High school diploma or General Educational Development (GED) certificate. If you were homeschooled, you must submit high school transcripts. A transcript must be signed by the parent or guardian and list the secondary school courses completed by the applicant. A secondary school completion credential, for homeschool, provided for under State law, is also acceptable.	<input type="checkbox"/> Yes	

**In-Person Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational  
(Print Student's Name)

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 Jackson College for the 2021-2022 award year.

\_\_\_\_\_  
Student's Signature: \_\_\_\_\_

\_\_\_\_\_  
Parent's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

***I verified the applicant's identity in person and received the above information directly from the applicant.***

\_\_\_\_\_  
Jackson College Authorized Individual-*Print*

\_\_\_\_\_  
Jackson College Authorized Individual-*Signature*

\_\_\_\_\_  
Date



**STEP 4: Certification and Signatures:**

JC Student ID #: \_\_\_\_\_

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

Each person signing this worksheet certifies that all of the information reported on it is complete and correct.  
**A signature from both parent and student is required.**

Student's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date \_\_\_\_\_

**STEP 5: Submit Completed Documentation:**

To submit documentation please use our secure document site: [www.jccmi.edu/securedocuments](http://www.jccmi.edu/securedocuments).

1. Choose Financial Aid under the Central Campus Departments heading.
2. Choose "Click here to select files from your computer" and select the required documents.
3. Click "Start Upload" and wait for your documents to be uploaded to Iron Box.
  - Each document **MUST** include your name and JC ID number.
  - *Documentation submitted after August 1, 2021 will take longer to process due to increased volume and will therefore delay your financial aid award for the 2021-2022 academic year.*