Dependent Verification Worksheet
Dep - V4 2019-2020
Financial Aid Signature required

Please read the entire form, complete ALL sections, attach the requested documentation, sign the form, and return to the Financial Aid Office. By law, Mesalands Community College (MCC) has the right to request this information before awarding financial aid. If there are differences between the information submitted and your Free Application for Federal Student Aid (FAFSA), the school will make the necessary changes.

Incomplete worksheets and documentation will cause delays processing your financial aid. No determination of aid eligibility can be made until all documents are complete.

Part 1. Student Information:

First Name:	Last Name:	Student ID:
Address:		Date of Birth:
City, State, Zip:		Phone:

Mesalands E-mail address: _____@mesalands.edu

Part 2. Student's Proof of High School Completion:

The school must have documentation the student completed high school or its accepted equivalent.

Did you previously submit documentation of high school, home school, or high school equivalency completion to MCC?

YES _____ If 'yes,' initial the statement below.

Student initials:_____ I previously submitted my official high school transcript or high school equivalency, or homeschool credential to MCC. If, upon review, this document is not sufficient I will submit additional required documentation.

NO _____ If 'no,' go to the list below and SELECT ONLY ONE of the following choices, CHECK the line, and ATTACH A COPY of the document.

_____Final official high school transcript showing graduation date
_____High School Equivalency certification
_____An acceptable homeschool completion credential meeting New Mexico and MCC requirements

If you cannot provide one of these documents please contact the Financial Aid Office.

Part 3. Documentation of Identity & Statement of Purpose:

1. **How will you submit this form?** **In-person ____** **If "in-person," follow directions in Box A**
   By mail _____ **If "by mail," follow directions in Box B**

BOX A: Complete 1 and 2 below and submit this form in-person. Bring your government issued photo ID with you.

1. **Attach a clear, readable copy of the student's government issued photo ID (driver's license, passport, military ID, etc.). Copy of photo ID is attached: YES ___**
   NO ___ If "no," verification is incomplete and you will not be awarded financial aid.

2. **Read and sign the following statement of purpose.**

   I certify that I _____ (print student's name) am the individual signing this 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 Mesalands Community College for 2019-2020.

   Student Signature: _____ Date:_____ Student ID Number: _____

BOX B: **If you are unable to appear in person at MCC complete and sign this form in the presence of a Notary Public. Mail the original form with Notary's signature and seal or stamp to the MCC Financial Aid Office.**

1. **Attach a clear, readable copy of the student's government issued photo ID (driver's license, passport, military ID, etc.). Copy of photo ID is attached: YES ___ NO ___ If "no," verification is incomplete and you will not be awarded financial aid.**

2. **Read and sign the following statement of purpose in front of a Notary.**

   I certify that I _____ (print student's name) am the individual signing this 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 Mesalands Community College for 2019-2020.

   Student Signature: _____ Date: _____ Student ID Number: _____

In the State of _____ and city/county of _____ on (date) _____, before me (*Notary's name*) _____ personally appeared (*student name*) _____ and provided me on basis of satisfactory evidence identification (*type of gov't issued photo ID*) _____ to be the above named person who signed the foregoing instrument.
Witness my hand and official seal:

Notary Signature: _____ Date: _____

My commission expires on this date: _____

YOU MUST SUBMIT THIS FORM IN-PERSON OR BY MAIL WITHIN TWO WEEKS.
E-MAIL AND FAXES WILL NOT BE ACCEPTED.
Please return this form and all required attachments within two weeks.
Your financial aid WILL NOT be finalized until all verification paperwork is complete.

By signing I (we) certify that all the information reported is complete and correct. At least one parent whose information was included on the FAFSA must also sign. Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Student Signature **Date** **Parent Signature** **Date**

FINANCIAL AID OFFICE USE ONLY

Signature of Financial Aid Staff Member: _____

Date received all documents: _____

Verification completed: _____

Mesalands Community College
Financial Aid Office
911 South Tenth St., Tucumcari, NM 88401
Phone: 575-461-4413, x136 Fax: 575-461-1901