

# A guide to verification

Verification is a routine process colleges use to ensure the information reported on your financial aid applications, such as the FAFSA, is accurate. It doesn't mean you did anything wrong! The process involves submitting forms and documents to the financial aid office.

## What to do now

- Wait for the college to send you instructions for completing verification
- Keep an eye on your email, college portal, and mail - most colleges will send verification requests this way
- Some private schools that require the CSS Profile may also require a type of institutional verification called IDOC

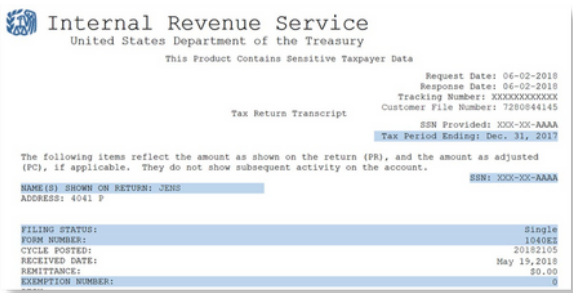
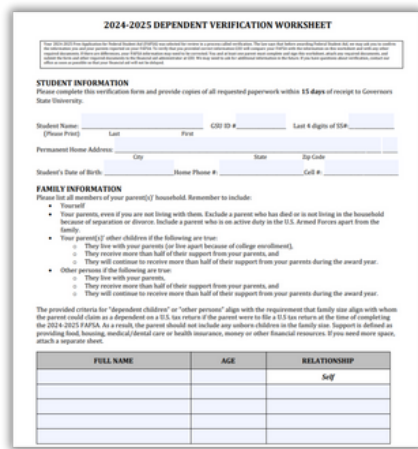
**Your financial aid funds won't go through until you've completed the verification process.**

## Documents for verification

You may need to submit some or all of these documents to complete verification:

### Verification worksheet (dependent or independent)

- Each college will have their own verification worksheet

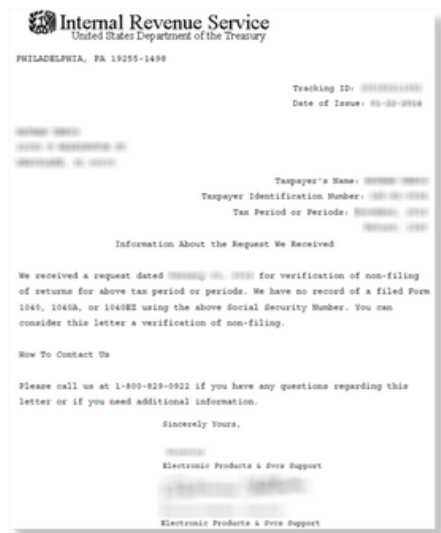


### Tax transcript (for tax-filers)

- See our [handout](#) for directions on how to request your tax transcript

### Verification of Non-Filing letter

- If you or your parent(s) did not file taxes, the college may require you submit a verification of non-filing letter (VNF)
- You can request a VNF by completing and sending the [4506-T form](#) (recommended) or online at the IRS website
- Watch our [video](#) on completing the 4506-T form



### U.S. Passport

- For proof of citizenship. If you don't have a passport, you can provide a copy of U.S. naturalization documents, U.S. birth certificate, or Citizenship affidavit form

### Valid Permanent Resident card

- For proof of immigration status



**The verification process can be difficult, but you don't have to do it alone. Make an appointment with your uAspire Advisor for help!**