

TITLE IV VERIFICATION POLICY

The U.S. Department of Education and DEC may select certain FAFSA applications for verification. Verification is the process checking the accuracy of certain data on the FAFSA. DEC will contact the student in writing and by phone when a student is selected for verification, and provide complete information on deadlines, documents needed, and the consequences for failing to complete verification in a timely manner. Applicants must submit documents to verify the information reported on the FAFSA as soon as possible, but no later than four weeks following the school's request. Need based aid cannot be disbursed until verification is complete. A student who fails to meet the school's deadline may need to make alternative payment arrangements. A student who completes verification by the later deadline established by the U.S. Department of Education will have as much of his/her aid awarded and disbursed as allowed by federal regulation.

If FAFSA corrections are necessary, the student must submit those corrections via FAFSA on the Web. A student may lose aid for failure to submit the requested documents or otherwise complete verification in a timely manner.

In general, all students must complete a Verification Worksheet provided by the school. Beginning with the 2024-2025 award year: The FAFSA Simplification Act requires that, wherever possible, the Department use data received directly from the IRS to calculate a student's Student Aid Index (SAI) and Pell Grant award. The Fostering Undergraduate Talent by Unlocking Resources for Education Act (FUTURE Act) requires the Department of Education to access tax information held by the IRS pertaining to FAFSA applicants—and, where applicable, their parents and spouses—through a secure method: the FUTURE Act Direct Data Exchange (FA-DDX). The FUTURE Act amended the Internal Revenue Code (IRC) to mandate the disclosure of FTI directly from the IRS to the Department with an individual's consent and approval. The FUTURE Act also made providing consent and approval for the exchange of FTI a requirement for receiving federal student aid. Applicants and contributors will be required to provide consent and approval to retrieve FTI directly from the IRS. When FTI is received from the IRS via the FA-DDX, the FTI received is considered verified and no additional documentation is necessary. As a result, the FA-DDX is the fastest, easiest, and most secure method of meeting income and tax verification requirements. If income tax return information was not available through the FA-DDX or could not be used a IRS Tax Return Transcript(s) or a signed copy of the income tax return and applicable schedules should be provided. The FAO may also request that you provide additional documentation to verify income (W2's, signed statements, etc.). The applicant must submit all documentation requested for verification. The school will provide a new Confirmed Aid Notification if the student's eligibility for any of the financial aid award amounts change. The school will also contact the student via phone, email or in person to discuss award changes. The school will contact the student within two weeks of becoming aware that the awards are changed as a result of verification.