

Overview: 7.1

After completion of the Free Application for Federal Student Aid (FAFSA), students may notice on their Student Aid Report (SAR) that they have been selected for FAFSA verification. In the top right-hand corner of the SAR students will see their Expected Family Contribution (EFC). If there is an asterisk beside the EFC it will refer to a comment in the student section of the SAR telling selected applicants they were selected for verification and that their school will ask for documentation.

Verification is the process the U.S. Department of Education and universities use to ensure federal student financial aid funding is based on accurate information. Each year roughly one-third of FAFSA applicants are selected by the U.S. Department of Education for verification. Hardin-Simmons University has the authority to contact students and families for documentation that supports the information reported on their FAFSA. HSU will notify students via their self-service

Time Periods/Deadlines and Failure to Submit 7.1

Institutional Deadlines for Verification and Consequences of Not Submitting Documentation:

Students who are selected for verification must submit the required verification documents by HSU's institutional deadline of May 1st of the award year. Failure to submit verification documentation by the institutional deadline means that the school cannot disburse FSEOG funds, employ or permit further FWS employment, or originate or disburse any additional Direct Loans (subsidized, unsubsidized, or PLUS). In addition to forfeiting eligibility for FSEOG, FWS, and Direct Loans for the award year if this deadline is not met, the student also forfeits their eligibility for other need-based aid (state and institutional).

Federal Deadline for Verification and Consequences of Not Submitting Documentation:

Students who are selected for verification may submit verification documents after HSU's institutional deadline, but by the federal deadline to be considered for Pell funds. The federal deadline for the 2023-2024 award year is September 21, 2024, or 120 days after the students' last day of enrollment, whichever is earlier. If a student does not provide the verification documentation within this additional time, he or she forfeits their Pell Grant for the award year.

Referral of Fraud Cases 7.1

Students and parents are advised that HSU must and will refer to the Office of Inspector General (OIG) any credible information indicating that an applicant for FSA may have engaged in fraud or other criminal misconduct in connection with FAFSA applications. Common misconduct includes false claims of independent status, false claims of citizenship, use of false identities, forgery of signatures of certifications, and false statements of income. Note that fraud is the intent to deceive as opposed to a mistake on an application.

OIG Address and Phone Numbers (Ref. to Chapter 15 Title IV Fraud)

Inspector General's Hotline Office of Inspector General U.S. Department of Education 400 Maryland Avenue, SW
Washington, DC 20202-1500

Fax: (202) 245-7047

Phone: 1-800-MIS-USED (1-800-647-8733)

Hours: M, W 9–11 a.m. T, Th 1–3 p.m.

To submit a complaint [online](#), go to U.S. Department of Education, OIG.

Acceptable Documentation and Forms 7.1.2

HSU Financial Aid utilizes Campus Logic StudentForms to streamline the verification process and create digital workflows. Campus Logic worksheets include instruction for completion and what, if any, additional documentation is required. Refer to <https://hsutx.studentforms.com/> for the appropriate verification worksheet documentation and verification requirements for both tax and non-tax filers. Students who are selected for verification will be placed in one of the following groups to determine which FAFSA information must be verified.

V1 Standard Verification Group

Students in this group must verify the following if they are tax filers:

- Adjusted gross income,
- U.S. income tax paid,
- Untaxed portions of IRA distributions,
- Untaxed portions of pensions,
- IRA deductions and payments,
- Tax-exempt interest income,
- Education credits,

Date of Birth

Name change

Dependency status

Marital status (student and/or parent)

Admissions status regarding prior institutions

Income and taxes paid

Number in household

Number in college

NSLDS Data

A student may be asked to submit written documentation and/or additional information to clarify or correct conflicting information. This action may be in conjunction with the Verification Process normally processed by HSU or by a separate request for information.

Student Notification of Verification Changes 7.1.5

Students are notified via an automated email process of any changes caused by verification. They will also be notified of changes made to their financial aid package via automated email directing them to view their Colleague self-service account.