



2018-19 VERIFICATION POLICY

The U.S. Department of Education or North Carolina Wesleyan College's Office of Financial Aid has identified your application for a selection process called verification. This process is used to check the accuracy and completeness of data provided on your Free Application for Federal Student Aid (FAFSA). The verification process is meant to ensure that Federal student financial aid is disbursed equitably and according to Federal law and program regulation. The College is required to notify the U.S. Office of Inspector General if they suspect that a student, employee or other individual has misreported information or altered documentation submitted in order for a student to fraudulently obtain federal funds.

In order for the College to accurately determine your eligibility for federal student aid for award year 2018-2019 you must complete the verification process **first**. The College is working with the **School Servicing Center (SSC)** to help you complete the verification process.

Verification may include (but is not limited to) a review of the following data for a student, a student's spouse, or parents of a dependent student:

- Adjusted Gross Income
- Taxes Paid
- Income Earned from Work
- Untaxed Income and Benefits
- Household Size
- Number in College
- Veteran Status
- Social Security Number

Important Note: If the *FAFSA IRS Data Retrieval Tool* is used to transfer federal income tax return data to the FAFSA **without changing** the transferred data, you generally will not be required to verify that information.

In most instances, the SSC submits FAFSA corrections to the Central Processor (CPS) that it has determined to be inaccurate or incomplete. Occasionally you will be asked to correct the FAFSA data by going to the FAFSA on the Web website (<https://fafsa.ed.gov/FAFSA/app/fafsa>). If changes made to the FAFSA impact your Estimated Family Contribution (EFC), the new Student Aid Report sent by the CPS as a result of those changes will reflect the new EFC. This could change your financial aid award package.

Some helpful tips from the School Servicing Center (SSC)

- The School Servicing Center (SSC) will send an email to the email address you listed on your FAFSA. The email will tell you what information you need to submit to complete the verification process.
- Watch for emails from verification@SSCwp.org or echosign@echosign.com with instructions on what you need to do to complete the process. You are only asked for information we need from you. Please follow the instructions carefully.
- Sign up to receive text alerts messages from SSC to help track your verification status. Please remember that message and data rates may apply.
- You will complete most or all of your verification by using the online verification interview on the “Student” tab at www.SSCwp.org. You may also upload any required documents online or fax to (866) 258-8362. (Once uploaded or faxed, it takes 48-72 hours for SSC to process.)
- Read the FAQ’s and Helpful Tips and Links about verification under the “Student” tab at www.SSCwp.org if you have any questions.
- Use the data retrieval tool (DRT) to transfer your tax information from the IRS to the FAFSA if at all possible. This reduces verification processing time significantly. If you are **NOT** able to use the DRT then you should request a Tax Return Transcript at www.irs.gov/Individuals/Order-a-Transcript.
- You can track your verification status on www.SSCwp.org. **SSC will notify you when the process is complete. Once you receive the completion email from SSC, the College will be notified within 1-2 business days.**
- Send an email to SSC at www.SSCwp.org/email or call (855) 328-4400 if you have any questions.
- Finally, DON’T DELAY! The faster you respond to requests from SSC, the faster you complete verification and the faster your financial aid will be awarded on your billing statement.

IMPORTANT

****North Carolina Wesleyan College’s Office of Financial Aid is unable to disburse federal student financial aid until the verification process is complete.** Failure to complete the verification process may result in you not being eligible for federal aid and will need other means to pay for classes. Failure to pay for classes by published deadlines may result in registered classes being dropped. **