



Verification Procedures

Verification is a federal process instituted by the US Department of Education to verify information provided on the Free Application for Federal Student Aid (FAFSA).

The U.S. Department of Education selects students for verification. You can see on your FAFSA comments if you have been selected for the verification process. UH Maui College (UHMC) may select students for verification if we find conflicting information on your financial aid application.

Verification Deadlines

A student selected for verification has no later than 30 days prior to last date of the semester to submit complete and signed verification paperwork. If you do not submit all verification paperwork by the deadline your file will not be complete and you will not be awarded financial aid.

Review of verification documents

UHMC will compare and review the documents we receive against your FAFSA application data. If any data does not match, UHMC may request additional information from you or we will make corrections to your FAFSA to update the conflicting information. If you are found to have purposely mislead or provide false documentation to obtain financial aid funds, UHMC can report this, with evidence, to the Office of the Inspector General for review.

Keeping track of your status

Monitor your *Student Requirements* section in the Financial Aid section of your UH Portal for the current status of your documents. UHMC will send you emails to your UH email account to notify you of missing or incomplete documents.

Documentation needed for verification requirements.

If you are selected for verification, you will be sent an email to notify you to review your UH portal for any missing documents. All documents and instructions for documentation needed can be found in the appropriate school years *Forms* section of our website.

If you are selected for verification after you have already been awarded

If you have been selected for verification during the semester you have been awarded aid for, you will have until the last day of the semester to turn in any required verification documents. If there are corrections that need to be made to your FAFSA, please be aware that your financial aid awards may change. Those changes may require you to pay back financial aid. You will be notified by email of any changes to your financial aid award.