Verification Requirement Changes Effective May 18, 2022

To provide relief to millions of students and colleges facing challenges and barriers resulting from the ongoing national emergency the US Department of Education waived some of the verification requirements of your 2022-2023 Free Application for Federal Student Aid (FAFSA). There will be limited requirements seen on your myUCA self-service account.

What is verification?

Verification is a federal process regulated by the U.S. Department of Education to confirm the information provided on the Free Application for Federal Student Aid (FAFSA) is accurate. of Student Financial Aid (OSFA) verifies all student files selected for verification by the U.S. Department

The USDepartment of Education allows Schools the authority to select students for verification. UCA will select other students for verification if the FAFSA or documentation submitted:

submits all or part of the verification documents.

How do I know if I am selected for verification?

The OSFA will send an email or letter to you when additional documentation is required. Letters are sent to the permanent address provided in the admissions process and emails are sent to the UCA cub account. The letter and/or email will refer you to your myUCA Self-Service Financial Aid Account to identify required information. This request is sent within five (5) business days of receiving the FAFSA once we begin processing for that year. Prior to the start of the term, at least one follow-up email will be sent to you if you have not submitted all of the requested documentation. At that time, notifications will be sent to both your UCA cub account and your personal email account, if one is provided on the FAFSA.

The following types of information may be requested assigned verification group.

Household size and number in college

Sgned copies of Federal Tax Returns (Student and/or parent/spouse, if applicable)

W2 Forms

Statement of IRSNon-Tax Filer Status (Parent and/or Student)

Child Support Paid

Child Support Received

IRS Data Retrieval to FAFSA (Parent and/or Student)

Proof of marital status (Parent and/or Student)

Certain types of court documents (guardianship, ward of court, divorce, etc.)

Other documentation required to resolve conflicting information

Documentation submitted to the Office of Student Financial Aid must be legible, appropriate and identifiable. It must contain your UCA ID number. Some documents may be returned and a request for additional documentation may be made.

What Happens If Information on My FAFSA Doesn't Match My Financial Documents?

After the OSFA staff receive all requested documentation they will compare the documentation with the information provided on the FAFSA. At times, OSFA staff will reach out to you by email or phone to seek additional darification. If there are differences between the FAFSA information and the documentation submitted, the OSFA will make corrections to the FAFSA data. All corrections will be reprocessed electronically. There is typically a five (5) day turnaround time for the OSFA to submit and receive corrections back from the federal FAFSA processor. Any correction may cause changes to federal aid eligibility.

Director will determine if a referral is warranted. 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.

Who Do I Contact If I Have Questions About Verification?

If you need help, contact our office (501-450-3140) and you will be connected to our verification specialist. You may also visit us on the 2nd floor of Harrin Hall