



# 2024-2025 V4 Custom Verification Worksheet

## A. Student Information

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Full Name: \_\_\_\_\_ Last 4 of SSN: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

## B. High School Completion Status

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Submit your high school transcript that includes a graduation date. If your graduation is pending please wait until after your graduation occurs. Mark the box of the type of document you will be submitting.

Transcript with graduation date has already been submitted to Southern Adventist University's Admissions Office

**OR**

- Copy of the student's high school diploma
- Copy of the high school transcript that included the date the high school diploma was awarded
- A secondary school completion credential for home school provided for under State Law
- Transcript or the equivalent, signed by the parent or guardian responsible for homeschooling, that lists the secondary school courses completed by the applicant and documents the completion of a secondary school education
- General Education Developmental Certificate (GED)
- Certificate recognized by the state as an equivalent to a diploma
- Academic transcript that shows completion of at least a two-year program acceptable for credit towards a BS degree

**C. Statement of Educational Purpose**

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**Do not complete this section in advance. This section must be completed and signed:**

- **In the presence of an approved representative of the Financial Aid Office if you are submitting this paperwork in person to the Financial Aid Office; OR**
- **In the presence of a Notary Public if you are not submitting this paperwork to the Financial Aid Office**

**Identity and Statement of Educational Purpose**  
(Complete only if signing in the Financial Aid Office)

You must appear in person at Southern Adventist University to verify your identity by presenting a valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of your photo ID that is annotated with the date it was received and the name of the official at the institution authorized to collect your ID.

**In addition, you must sign, in the presence of the institutional official, the following:**

**Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Southern Adventist University for the academic year.

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Student ID #**

\_\_\_\_\_  
**Date**

**F. Certifications and Signatures**

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Each person signing this form certifies that all the information reported on it is complete and correct. The student and at least one parent (if student is dependent) must sign and date. **WARNING:** If you purposefully give false or misleading information on this worksheet, you may be fined, be sentenced to jail or both.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
SAU ID #

\_\_\_\_\_  
Parent (dependent students only)

\_\_\_\_\_  
Date

**Identity and Statement of Educational Purpose**  
(Complete only if signing with Notary and not in the FA Office)

If you are unable to appear in person at Southern Adventist University to verify your identity you must provide:

- A copy of the valid government-issued photo identification (ID) that is acknowledged in the notary statement below, such as but not limited to a driver's license, other state-issued ID, or passport; and
- The original notarized Statement of Educational Purpose provided below.

**Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Southern Adventist University for the academic school year.

\_\_\_\_\_ **Student's Signature**

\_\_\_\_\_ **Student ID #**

\_\_\_\_\_ **Date**

**Notary's Certificate of Acknowledgement**

State of \_\_\_\_\_

City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,

(Date)

(Notary's Name)

personally appeared, \_\_\_\_\_, and provided to me on basis of satisfactory

(Printed name of signer)

evidence of identification \_\_\_\_\_ to be the above-named person who signed

(Type of ID provided)

the foregoing instrument.

**WITNESS my hand and official seal**

(seal)

\_\_\_\_\_  
(Notary signature)

My commission expires on \_\_\_\_\_

(Date)