

YESHIVAS MAHARIT D'SATMAR

FEDERAL VERIFICATION PROCEDURES 2014-15

To be distributed to students selected for federal verification

Your Institutional Student Information Record (ISIR) has been selected for federal verification. This means that you must provide additional information to the Financial Aid office in order for us to continue processing any federal financial aid for you. You must submit the required information in a timely manner. Failure to provide this information will make it impossible for you to receive federal financial aid. For more information, please feel free to contact the Financial Aid Officer, Rabbi Moses Jacobowitz at the Yeshiva office.

Please review the following procedures very carefully:

1. Read the Institutional Student Information Record (ISIR)
2. Complete the enclosed verification worksheet and attach all documentation requested.
3. If the verification worksheet requires income verification, you must obtain an IRS Tax Return Transcript for any returns filed by yourself and/or your parents. (If you filed your FAFSA using FAFSA on the Web and you used the IRS Data Retrieval tool you may not need to provide the IRS Tax Return Transcript).
4. If your ISIR was flagged with Verification Tracking Group V4 or V5, you must attach documentation of high school completion or the equivalent. Additionally, you must appear in person with your government issued photo ID, at Yeshivas Maharit D'Satmar to complete Section F: Documentation of Identity/Statement of Educational Purpose.
5. You will be notified if additional documentation is required.

After all documentation is received, the financial aid office will review it. If there is any inconsistent information, you will be called to the financial aid office to explain the inconsistency and/or resolve it with further documentation. If Yeshiva is not in session, you will be notified by telephone or by mail as expedient.

If based on information you provide it becomes necessary to make corrections to your ISIR (Institutional Student Information Report) the corrections can be submitted to the

Financial Aid Office to be transmitted electronically. Corrections must be submitted by September 19, 2015 and the corrected ISIR must be received by Yeshivas Maharit D'Satmar on September 28, 2015, the latest. We urge you to complete and submit all verification paperwork as soon as possible, by August 25, 2015, the latest. If you do not provide the required documents by the correction deadline, your federal awards for 2014-15 will not be processed and you will not receive those awards.

If, as a result of a correction submitted to the information on your ISIR, there is a change to your Expected Family Contribution (EFC), you will be notified in person or in writing, and a new award letter will be generated and given or sent to you, with the revised awards.

If while reviewing your ISIR you notice any incorrect information please come into the Financial Aid Office for guidance. You will be asked to correct the information on the ISIR and sign next to the corrected information. One of your parents may have to sign if you are a dependent student.

If you have any questions please come into the Financial Aid Office to speak to Rabbi Moses Jacobowitz.