

Verification is a U.S. Department of Education mandated process to check the accuracy and completeness of data provided on a Free Application for Federal Student Aid (FAFSA) for selected applicants. Applicants are selected for verification by the U.S. Department of Education or by the school.

The school may request the School Servicing Center (SSC) complete the verification process with the student. If so, the student will work directly with SSC to complete the verification process and will receive communication from SSC on how to complete the process.

Students being verified by Wake Technical Community College's Financial Aid Office (WTCC FAO) will be directed through the WTCC e-mail account as to what documents and steps to take to complete the verification process. The students Webadvisor/My Financial Aid account is the primary communication point, and students should visit the site often during the verification process to see what items are still outstanding or what new items may have been added. It is the student's responsibility to provide any outstanding information for the verification process by the school's deadlines. **The school is unable to disburse federal and state student financial aid until the verification process is complete.** According to federal regulations, verification must be complete and a valid record must be on file at the school by the deadline established by the Department of Education as published in the Federal Register or 120 days after the last day of the student's enrollment, whichever is earlier.

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

- Tax Information for the qualifying year
- Untaxed Income
- Household Size
- Number in College
- High School Completion
- Identity/Educational Purpose
- Citizenship Status Documentation
- Veteran Status Documentation
- Social Security Number Verification
- Any other documentation required due to inconsistent and/or conflicting information

If data elements are determined to be inaccurate or incomplete in the verification process, generally the FAO will electronically submit the verified data to the U.S. Department of Education; but occasionally, the student will receive e-mail notification for correcting their FAFSA data.

When the verification process has been completed, the school will also check other eligibility criteria required to determine eligibility. Once all eligibility requirements have been met, the student will be offered an initial financial aid award package or the student will be notified of any changes to existing financial aid awards. If the verification results do not justify financial aid already disbursed, the student is responsible for repaying all financial aid for which he/she is not eligible. Failure to meet the repayment obligation will result in the student being referred by WTCC to the U.S. Department of Education.

The verification process is meant to ensure Federal Student Aid is disbursed equitably and by Federal Law. The school is required to notify the U.S. Office of the Inspector General if information is misreported or altered documentation is submitted in order for a student to fraudulently obtain federal funds.

Return this completed form with any required documentation to an address below. For faster processing, upload your documents directly on the [Student Portal](#).
Select the Award year then Student Upload Form.

Requests for additional information will be sent to your my.waketech.edu email address. **Please activate your email account and check it regularly.**

Southern Wake Campus
Financial Aid Office
9101 Fayetteville Road
Raleigh, NC 27603
F 919.662.3529

Northern Wake Campus
Financial Aid Office
6600 Louisburg Road
Raleigh, NC 27616
F 919.954.2192

Perry Health Science Campus
Financial Aid Office
2901 Holston Lane
Raleigh, NC 27610
F 919.250.4252

RTP Campus
Financial Aid Office
10908 Chapel Hill Road
Morrisville, NC 27560
F 919.335.1281