



**Kaskaskia College
Financial Aid Office**

(618) 545-3080 | www.kaskaskia.edu | kcfinaid@kaskaskia.edu
27210 College Road, Centralia, Illinois 62801

2024-2025 V4 Custom Verification Worksheet

Section 1: Student Information

Name: _____

Date of Birth: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

Section 2: High School Completion Status

Provide one of the following documents to indicate the student's high school completion status when student begins college in 2024-2025. Check the corresponding box for the document provided:

- ☐ Copy of the student's high school diploma
- ☐ For students who completed secondary education in a foreign country, a copy of the "secondary school leaving certificate" or other similar document.
- ☐ Copy of the student's final official high school transcript that included the date the high school diploma was awarded
- ☐ A State certificate or transcript received by a student after the student passes a State authorized examination that the State recognizes as the equivalent of a high school diploma (GED test, HiSET, TASC, or other State-authorized examination).
- ☐ Academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree
- ☐ Copy of high school completion for homeschooled students:
 - ☐ For a student who was homeschooled in a State where State law does not require the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the parent or guardian, that lists the secondary school courses the student completed and includes a statement that the student successfully completed a secondary school education in a homeschool setting.
 - ☐ For a student who was homeschooled in a State where State law requires the student to obtain a secondary school completion credential for homeschooling (other than a high school diploma or its recognized equivalent), a copy of that credential.

****A student who is unable to obtain the documentation listed above must contact the financial aid office**

Name: _____

ID: _____

Section 3: Identity (To be signed at the Institution)

**STOP!!! DO NOT FILL THIS OUT UNLESS
YOU ARE IN THE PRESENCE OF A KASKASKIA COLLEGE OFFICIAL**

The student must appear in person at _____ Kaskaskia College _____ to verify his or her identity by presenting
(Name of Postsecondary Educational Institution)

an unexpired 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 the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

I certify that I _____ am the individual listed on this document and have presented
(Print Student's Name)

a valid government issued photo ID to confirm my identity.

(Student's Signature)

Date

(Student's ID Number)

(College Official)

Date

***Make a copy of student's ID and attach to paperwork**

Name: _____

ID: _____

Section 4: Identity (To Be Signed With Notary)

STOP!!! DO NOT FILL THIS OUT UNLESS YOU ARE IN THE PRESENCE OF A NOTARY

If the student is unable to appear in person at Kaskaskia College to verify his or her identity, the
(Name of Postsecondary Educational Institution)

student must provide to the institution a copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport.

I certify that I _____ am the individual listed on this document and have presented a
(Print Student's Name)
valid government issued photo ID to confirm my identity.

(Student's Signature)

Date

(Student's ID Number)

Notary's Certificate of Acknowledgement

State of _____

City/County of _____

On _____, before me, _____
(Date) (Notary's name)

personally appeared, _____, and provided to me because of satisfactory
(Print name of Signer)

evidence of identification _____ to be the above-named
(Type of government-issued photo ID provided)
person who signed the foregoing instrument.

WITNESS my hand and official seal
(seal)

(Notary Signature)

My commission expires on _____
(Date)

***Make a copy of student's ID and attach to paperwork**