



## Financial Aid Office

### EXPLANATION OF REQUIRED DOCUMENTS

Please refer to the enclosed letter to determine which of the following item(s) you need to submit and the appropriate action necessary. **Your file will not be considered complete until all requested documents are received in our office.**

CLEARANCE OF DEFAULT ON PREVIOUS STUDENT LOAN	
STATEMENT	YOUR ACTION
<p>The National Student Loan Data Systems (NSLDS) records indicate that you are in default of a federal student loan.</p>	<p><i>Provide a letter from your Guarantee Agency (you can find information/phone# on your Student Aid Report (SAR)-section IV) indicating that you are no longer in default. Your loan history can be viewed on line at: <a href="http://www.nsls.gov">www.nsls.gov</a> with a Federal PIN # (<a href="http://www.pin.ed.gov">www.pin.ed.gov</a>).</i></p>

CONFIRMATION OF NON-INCARCERATION	
STATEMENT	YOUR ACTION
<p>According to the Department of Education, you are currently incarcerated in a local, state, or federal prison facility.</p>	<p>If you are not incarcerated, you can dispute this finding, within 30 days after receiving the Student Aid Report,(SAR) from the federal processor with the Social Security Administration Office of Program Benefits <u>or</u> by self-certifying, in writing, to the Financial Aid Administrator at FIU that you are not incarcerated.</p>

CONFIRMATION OF DEBT REPAYMENT TO A FEDERAL PROGRAM	
STATEMENT	YOUR ACTION
<p>The National Student Loan Data Systems (NSLDS) records indicate that you have received at least one overpayment of federal student aid funds</p>	<p>Provide a financial aid transcript from the reporting institution/agency (information/phone # on your Student Aid Report) indicating that the repayment obligation has been cleared. If repayment is owed to FIU, submit a copy of the paid receipt</p>

LOAN FUNDS RECEIVED IN EXCESS OF FEDERAL LOAN LIMITS	
STATEMENT	YOUR ACTION
<i>Loan funds received in excess of federal loan limits</i>	<p>We have information from the U.S. Department of Education that you have exceeded the maximum aggregate limit allowed on your Federal Stafford Loans. Federal regulations prohibit the disbursement of any Title IV financial aid until the amount over the aggregate limit is paid off.</p> <p>For information in regards to the amount you have exceeded over the aggregate limit on your Federal Stafford Loan, please contact the State of Florida Guarantee Agency at (800) 366-3475 or view your loan history at this website: <a href="http://www.nsls.ed.gov">www.nsls.ed.gov</a> with your Federal Personal Identification Number (PIN). Provide the Financial Aid Office with a written copy of clearance from the Gurantee Agency.</p>

PROOF OF REGISTRATION WITH SELECTIVE SERVICE	
STATEMENT	YOUR ACTION
Proof of registration with selective service.	<ul style="list-style-type: none"> <li>• Student Selective Service Registration Acknowledgment or letter of registration;</li> <li>• Males 18 through 25 who have not register, must answer "YES" to item 28 on Student Aid Report, <b>or</b> by completing a Selective Service Registration Form available at local post office, <b>or</b> register on-line at <a href="http://www.sss.gov">www.sss.gov</a></li> <li>• A student who is already registered or is exempt, needs to contact Selective Service at 1-847-688-6888 for a letter of registration or for a waiver or exemption.</li> </ul>

PROOF OF U.S. CITIZENSHIP	
STATEMENT	YOUR ACTION
Proof of U.S. Citizenship.	Provide a original copy of U.S. Birth Certificate, U.S. Naturalization Certificate, U.S. Passport, or Certificate of Birth Abroad. The Financial Aid Office will make a copy for our records.

PROOF OF U.S. RESIDENCY	
STATEMENT	YOUR ACTION
Proof of U.S. Residency.	<p>Provide one of the following:</p> <ul style="list-style-type: none"> <li>• Alien Registration Card (Form I-151, I-551, I-551C);</li> <li>• <i>The following stamp from Immigration and Naturalization Service "Processed for I551 Temporary Evidence of Lawful Admission for Permanent Residence"(with a valid extension), must appear in one of the following documents:</i> <ul style="list-style-type: none"> <li>○ <b>Foreign Passport;</b></li> <li>○ Arrival-Departure Record (I-94) from U.S. Immigration and Naturalization Service showing one of the following designation: "Refugee," "Asylum Granted," "Indefinite Parole" and/or "Humanitarian Parole," "Cuban-Haitian Entrant, Status Pending," "Conditional Entrant if issued <u>before</u> April 1, 1980."</li> </ul> </li> </ul>

RELEASE LETTER FROM DEPARTMENT OF JUSTICE	
STATEMENT	YOUR ACTION
Your denial of benefits under the Anti-Drug Abuse Act of 1988 has been resolved.	To continue the processing of your financial aid application, you must submit a copy of the release letter from the Department of Justice to FIU.

<b>VERIFICATION OF DATE OF BIRTH</b>	
<b>STATEMENT</b>	<b>YOUR ACTION</b>
Verification of date of birth.	Provide a copy of your Birth Certificate, Baptismal Certificate, U.S. Passport, or U.S. Naturalization Certificate.

<b>VERIFICATION OF NAME, SS#, AND BIRTHDAY FOR NSLDS,            VERIFICATION OF SOCIAL SECURITY NUMBER            or            VERIFICATION OF SOCIAL SECURITY NUMBER AND DATE OF BIRTH</b>	
<b>STATEMENT</b>	<b>YOUR ACTION</b>
Verification of name, SS#, and birthday for NSLDS.  Verification of social security number.  Verification of social security number and date of birth.	Provide a copy of your Social Security Card <u>and</u> Birth Certificate (or U.S. Passport, U.S. Naturalization Certificate, Baptismal Certificate).

<b>VERIFICATION OF VETERAN STATUS</b>	
<b>STATEMENT</b>	<b>YOUR ACTION</b>
Verification of veteran status.	Provide a copy of DD214 (MEMBER 4 FORM) indicating that "Character of Service" is other than dishonorable.