Verification Policy and Information

Verification is a process that compares the information you reported on your FAFSA to federal income tax and other information. It is important to know that your selection for verification does not necessarily mean that there is incorrect information on your FAFSA. The Department of Education selects students for verification randomly, and schools like Clackamas Community College (CCC) are required to complete the review before awarding financial aid.

If you are selected for verification, CCC will request documentation from you necessary to complete the verification process.

To be eligible for most types of financial aid, verification must be completed before the end of the term for which you are applying for financial aid so the financial aid offer can be created, accepted and loans originated with the US Department of Education. However, if you are eligible for the Federal Pell Grant, the deadline for completing verification for the Federal Pell Grant only is 120 days after the end of the term for which you are applying for financial aid. There is a final deadline for Pell grant payments in September 2020 that has not been published by the US Department of Education at the time of this publication. Failure to submit all verification materials by these deadlines will result in no financial aid being awarded to you and you will be responsible for any balance incurred at CCC. See Financial Aid Deadlines Calendar.

To ensure timely disbursement of your financial aid, we recommend that you submit all documentation to us as early as possible, but no later than the following dates:

Term	Recommended Deadline	Term	Recommended Deadline
Summer Term 2019	April 15, 2019	Winter Term 2020	September 30, 2019
Fall Term 2019	June 24, 2019	Spring Term 2020	January 6, 2020

Verification begins with our office collecting a few forms and tax documents from you, and possibly your family, to confirm the information reported on your FAFSA. All information collected by our office is stored electronically with restricted access to ensure your information is private and secure throughout the review process.

As we continue the process, our staff may need additional or follow-up information from you. This is normal and may simply be the result of unclear or conflicting information that requires resolution. Because each student is unique, we never know exactly what each verification will entail until we begin reviewing your documents. These requests are made through Self-Service and your myClackamas student email, so please check your account frequently.

If you have unique tax situations such as having a current extension to file your 2017 taxes, you filed an amended 2017 tax return, you are a victim of IRS tax-related identify theft that impacted your 2017 taxes or you file a tax return in a country other than the US, please contact our office at finaid@clackamas.edu for additional guidance.

To obtain a copy of your **Tax Return Transcript** or **Verification of Non-Filing Letter** go to www.IRS.gov
If you are having issues with this process contact us at finaid@clackamas.edu for other options.