



# Dependent Verification Worksheet

Dep - V4

2024-2025

Financial Aid Signature required

Please read the entire form, complete ALL sections, attach the requested documentation, sign the form, and return it to the Financial Aid Office. By law, Mesalands Community College (MCC) has the right to request this information before awarding financial aid. If there are differences between the information submitted and your Free Application for Federal Student Aid (FAFSA), the school will make the necessary changes.

**\*\*Incomplete worksheets and documentation will cause delays processing your financial aid. No determination of aid eligibility can be made until all documents are complete.**

## Part 1. Student Information:

First Name:	Last Name:	Student ID:
Address:		Date of Birth:
City, State, Zip:		Phone:

Mesalands E-mail address: \_\_\_\_\_ @mesalands.edu

## Part 2. Student's Proof of High School Completion:

The school must have documentation the student completed high school or its accepted equivalent.

Did you previously submit documentation of high school, home school, or high school equivalency completion to MCC?

YES \_\_\_\_\_ If 'yes,' initial the statement below.

Student initials: \_\_\_\_\_ I previously submitted my official high school transcript or high school equivalency, or homeschool credential to MCC. If, upon review, this document is not sufficient I will submit additional required documentation.

NO \_\_\_\_\_ If 'no,' go to the list below and **SELECT ONLY ONE** of the following choices, **CHECK** the line, and **ATTACH A COPY** of the document.

\_\_\_\_\_ Final official high school transcript showing graduation date

\_\_\_\_\_ High School Equivalency certification

\_\_\_\_\_ An acceptable homeschool completion credential meeting New Mexico and MCC requirements

If you cannot provide one of these documents please contact the Financial Aid Office.

## Part 3. Documentation of Identity & Statement of Purpose:

1. How will you submit this form? In-person \_\_\_\_\_ If "in-person," follow directions in Box A  
By mail \_\_\_\_\_ If "by mail," follow directions in Box B

**BOX A:** Complete 1 and 2 below and submit this form in-person. Bring your government issued photo ID with you.

1. Attach a clear, readable copy of the student's government issued photo ID (driver's license, passport, military ID, etc.). Copy of photo ID is attached: YES \_\_\_\_\_  
NO \_\_\_\_\_ If "no," verification is incomplete and you will not be awarded financial aid.

2. Read and sign the following statement of purpose.

I certify that I \_\_\_\_\_ (print student's name) am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Mesalands Community College for 2024-2025.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

**BOX B:** If you are unable to appear in person at MCC complete and sign this form in the presence of a Notary Public. Mail the original form with Notary's signature and seal or stamp to the MCC Financial Aid Office.

1. Attach a clear, readable copy of the student's government issued photo ID (driver's license, passport, military ID, etc.). Copy of photo ID is attached: YES \_\_\_ NO \_\_\_ If "no," verification is incomplete and you will not be awarded financial aid.
2. Read and sign the following statement of purpose in front of a Notary.

I certify that I \_\_\_\_\_ (print student's name) am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Mesalands Community College for 2024-2025.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

In the State of \_\_\_\_\_ and city/county of \_\_\_\_\_ on (date) \_\_\_\_\_, before me (Notary's name) \_\_\_\_\_ personally appeared (student name) \_\_\_\_\_ and provided me on basis of satisfactory evidence identification (type of gov't issued photo ID) \_\_\_\_\_ to be the above named person who signed the foregoing instrument.

Witness my hand and official seal:

Notary Signature: \_\_\_\_\_ Date: \_\_\_\_\_

My commission expires on this date: \_\_\_\_\_

*Please return this form and all required attachments within two weeks. You may submit forms in person, via fax or scanned documents via email. Please do not submit pictures of documents. Your financial aid WILL NOT be finalized until all verification paperwork is complete.*

By signing I (we) certify that all the information reported is complete and correct. At least one parent whose information was included on the FAFSA must also sign. Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**FINANCIAL AID OFFICE USE ONLY**

Signature of Financial Aid Staff Member: \_\_\_\_\_

Date received all documents: \_\_\_\_\_

Verification completed: \_\_\_\_\_

Secondary Verification Completed: \_\_\_\_\_

**Mesalands Community College**  
**Financial Aid Office**  
911 South Tenth St., Tucumcari, NM 88401  
Phone: 575-461-6600, ext. 6640 Fax: 575-461-1901