



Verification Policies and Procedures

If your FAFSA has been selected for verification:

- The Financial Aid Office will notify you using the email address that you have on your FAFSA. It is up to you to keep track of that email for any notifications.
- You will have **60 days** from being notified of your verification to provide your documentation to the Financial Aid Office.
- If your documentation is not received within 60 days of being notified, you could be forfeiting any eligibility for federal financial aid. This includes the PELL grant, student federal loans, and parent federal loans.

Within your email notification there will be a list of verification items that you will need to provide and how you are to provide them. All students will need to create an account with Campus Logic. An email with instructions on how to do that will be provided. Within that portal you will be able to upload the required documents.

If your verification results in a change to your Student Aid Index (SAI) and federal financial aid ; you will be notified by receiving a revised award notification through your email informing you that your aid has changed. It is recommended that you print a copy of your original award notification so you will be able to identify changes.

You are always welcome to reach out to the Financial Aid Office by calling 315-684-6289 or emailing finaid@morrisville.edu with any questions you may have.

If at any time the Financial Aid Office Staff suspect that information has been misreported or altered to fraudulently obtain federal funds, we must report this to the Office of Inspector General for further review.