You can now electronically sign and securely submit financial aid documents online through dynamic forms. To access this form you will need to enter your BMCC email address and password.

**STEP 1:** Go to [https://www.bmcc.cuny.edu/finaid/resources/forms/](https://www.bmcc.cuny.edu/finaid/resources/forms/)

**STEP 2:** Click on the *2021 V4 Independent Verification Worksheet*. Afterwards, please enter your BMCC email address and password (example: john.joe@stu.bmcc.cuny.edu).
HOW TO COMPLETE YOUR ONLINE
2021/2022 V4 INDEPENDENT VERIFICATION FORM

STEP 1 (Section A) Please confirm your first name, last name & EMPLID. Enter your Date of Birth, last 4 digits of your Social Security Number and Address.

2021–2022 Custom Verification Worksheet
V4 - Independent Student

Your 2021–2022 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called “Verification”. The Financial Aid Office at your college must compare information from your FAFSA with information you provide on this worksheet and with any other required documents. If there are differences, your Financial Aid Office could require additional documentation and your FAFSA information may need to be corrected. You will not receive federal financial aid until all verification requirements are met and the necessary corrections made.

What You Should Do
1. Complete Student's Information section of this worksheet
2. Complete Identity Verification and Statement of Educational Purpose
3. Upload an unexpired valid government-issued photo identification as Proof of Identity
4. Sign the Certification and Signatures section

A. Student's Information

<table>
<thead>
<tr>
<th>Last Name:</th>
<th>First Name:</th>
<th>Middle Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CUNYFirst ID/Empl ID:</th>
<th>Date of Birth:</th>
<th>Phone Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Last 4 digits of SS#:</th>
<th>Email Address:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>@bmcc.cuny.edu</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City:</th>
<th>State:</th>
<th>Zip:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>-- Please Select --</td>
<td></td>
</tr>
</tbody>
</table>
STEP 2 (Section B) Carefully review instructions provided. Afterwards, upload an *unexpired valid government issued photo identification such as, but not limited to a state driver’s license, non-driver’s identification card, other State issued identification or U.S. passport to verify your identity.

Note: If you upload a copy of your driver’s license as proof of identity please upload a copy of the **front and back** of your card. If you upload a copy of your passport please upload the signature page as well as the photo and the last page with the bar codes.

*Expired ID is acceptable after March 1, 2020

B. Identity Verification and Statement of Educational Purpose

You have been selected by the U.S. Department of Education to verify your identity and educational plans. You must upload a piece of valid government-issued identification to a financial aid representative. The representative will review this piece of identification which will be maintained in your student file.

Statement of Educational Purpose

I certify that I, __________________________, 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 **CUNY Borough of Manhattan Community College** for 2021-2022.

Proof of Identity

Please submit an **unexpired valid government issued photo identification** such as, but not limited to, a state driver’s license, non-driver’s identification card, other State-Issued Identification, or U.S. passport to verify your identity.

NOTE: An unexpired valid government-Issued photo identification is one issued by the U.S. government, any of the 50 States, the District of Columbia, the Commonwealth of Puerto Rico, a federally recognized American Indian and Alaska Native Tribe, or other U.S. territory as outlined in the Federal Register.

Upload an unexpired valid government photo identification as Proof of Identity:

Choose File ▷ No file chosen

Files over 25 MB will not be accepted

Choose File ▷ No file chosen

Files over 25 MB will not be accepted

STEP 3 (Section C) Sign and submit your online verification.

C. Certification and Signatures – Student and one parent must sign

We certify that all of the information reported on this worksheet is complete and correct. We understand that if we purposely give false or misleading information, we could be fined, jailed, or both.

Student’s Signature __________________________

Date __________________________

(*)Click to sign

Submit Form