

FAFSA VERIFICATION POLICY

The U.S. Department of Education selects approximately one in five students for verification of the information provided on the student's Free Application for Federal Student Aid (FAFSA). MCC reserves the right to select applicants based on discrepant or incomplete information reported on the FAFSA.

As you complete the FAFSA, you are given the option to use the IRS Data Retrieval Tool (DRT) in the income section for both the parents and the student. The DRT allows you to automatically link your FAFSA with your tax information that is provided directly from the IRS. Therefore, in order to use the DRT you must have already filed your taxes. If you successfully use the DRT, you are not required to submit a signed copy of the federal tax return; however, if you are unable to use the DRT for whatever reason, you may enter your tax information on the FAFSA and satisfy the DRT verification requirement by submitting a tax transcript from the IRS. Tax Return Transcripts can be ordered free of charge [online](#) or by calling 1-800-908-9946.

The MCC Office of Financial Aid and Veterans Affairs will send a letter to all students once the FAFSA is received instructing them to log into their self service portal to see what is required to complete their financial aid file. Our office will also send the information to the student's school email and post on their self service portal. Students must promptly complete and return the completed form(s) with the required documentation. Incomplete Verification Forms will be returned to the student for completion. Unless otherwise instructed, the verification form should be returned to the Financial Aid Office. Financial aid eligibility cannot be determined until the verification process has been completed. MCC does confirm that every student has a current active major and official transcripts on file with Admissions before aid is awarded even if they were not selected for verification.

Once the verification documentation has been received, it will be compared to data elements on the student's FAFSA by two different staff members. If the information on the FAFSA matches the documentation provided, then no changes to the FAFSA are required, and MCC will award financial aid based on the original FAFSA results.

If the verification process results in corrections to any data elements on the FAFSA, our office will contact you regarding the corrections needed. Both the student and MCC will be notified of the reprocessed FAFSA results. Once the new FAFSA is received the verification process will start again from the beginning. In this situation, MCC will award financial aid based on the reprocessed FAFSA results.

Changes on the FAFSA that result in verifications completed after federal student aid has already been awarded or disbursed may result in adjustments to the already awarded or disbursed aid. MCC's Financial Aid Office will notify the student of the adjustment with a revised Award Letter. Additional aid may be provided if the revised

Expected Family Contribution (EFC) is less than the original EFC. If the revised EFC is greater than the original EFC, the student may have a reduction in federal student aid possibly causing an overpayment. The student will not be able to register for future semesters, receive a transcript, or graduate from MCC with a balance owed. Additional student aid, cannot be paid to the student until the balance is resolved with the MCC Business Office. Unresolved refunds and/or fraud verification cases may be referred to the United States Department of Education for collection purposes and to document ineligibility for future student financial aid.

Please allow 2-3 weeks for processing. If additional documentation is needed to resolve discrepant and conflicting information, processing time can increase to 4-6 weeks. Please do not delay in the submission of your FAFSA. The FAFSA opens each year on October 1st.

You can view your required documents or awarded aid here once it has been posted. Login (Self Service) - <https://ss-prod.cloud.montgomery.edu/Student/>

Referrals to the Office of Inspector General

If the Financial Aid Office suspects that a student, employee, or other individual has misreported information or altered documentation to fraudulently obtain federal funds, the office will report its suspicions and provide any evidence to the Office of Inspector General of the US Department of Education.

**Beginning in the 2021-2022 academic year and continued into the 2022-2023 academic year the Department of Education issued GEN-22-06 waiving certain verification requirements as a result of the ongoing economic, social, and physical impacts of the COVID-19 pandemic. Please contact our office for more details.