



2023-2024 V4 Independent Customized Verification Worksheet

Please submit all missing information by email only:
finaid@nysid.edu

NYSID Office of Financial Aid
170 E. 70th Street
New York, NY 10021

We are temporarily accepting scanned copies of this document.

STEP 1 – STUDENT INFORMATION

<i>Last Name</i>	<i>First Name</i>	<i>Social Security Number</i>	<i>Student ID Number</i>
<i>Permanent Address</i>	<i>Street & Number</i>	<i>City/State/Zip</i>	<i>Date of Birth</i>
<i>Cell Phone Number (Include Area Code)</i>	<i>Home Phone Number (Include Area Code)</i>	<i>Email Address</i>	

STEP 2 – HIGH SCHOOL COMPLETION STATUS

Provide one of the following documents that indicate your high school completion status when you will begin college in **2023-2024**:

- A copy of your high school diploma.
- A copy of your final official high school transcript that shows the date when the diploma was awarded.
- A copy of your General Educational Development (GED) certificate or GED transcript.
- Certification of a passing score on a test that your state authorizes and recognizes as the equivalent of a high school diploma. This includes tests similar to the GED, such as the High School Equivalency Test or the Test Assessing Secondary Completion. Test transcripts are acceptable documentation if they indicate that the final score is a passing score or that your state considers the test results to meet its high school equivalency requirements.
- A copy of the “secondary school leaving certificate” or similar document from the proper government agency for students who completed secondary school in a foreign country.
- An academic transcript that indicates you successfully completed at least a two-year program that is acceptable for full credit toward a bachelor’s degree.
- If State law requires a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential is required.
- If State law does not require a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by your parent or guardian, that lists the secondary school courses the student completed and documents the successful completion of a secondary school education in a homeschool setting.
- For a student who has not completed high school and is seeking enrollment in a program that leads to at least an associate degree or its equivalent, documentation from the high school that he excelled academically and from your school that he meets your written policy for admitting such students.
- For students in an “eligible career pathway program,” documentation that they passed an approved ATB test or completed at least 6 credit hours or 225 clock hours that are applicable toward a degree or certificate offered by your school.

STEP 3 – IDENTITY & STATEMENT OF EDUCATIONAL PURPOSE (To Be Signed at the Institution)

The student must appear in person at The New York School of Interior Design (NYSID) to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver’s license, other state-issued ID, or passport. The institution will maintain a copy of the student’s photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student’s ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below:

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 NYSID for **2023-2024**.

Student Signature *Date* *Student ID Number*

STEP 3 (a) – IDENTITY & STATEMENT OF EDUCATIONAL PURPOSE (To Be Signed With Notary)

If the student is **unable to appear** in person at NYSID to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver’s license, other state-issued ID, or passport; and
- (b) The original Statement of Educational Purpose provided below, which must be notarized.

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 NYSID for **2023-2024**.

Student Signature *Date* *Student ID Number*

Notary’s Certificate of Acknowledgement

State of _____

City/County of _____

On _____, before me, _____, personally appeared,
(Date) (Notary’s name)

_____, and provided to me on basis of satisfactory evidence of identification
(Printed name of signer)

_____ to be the above-named person who signed the foregoing instrument.
(Type of government-issued photo ID provided)

WITNESS my hand and official seal

(seal) _____ (Notary signature)

My commission expires on _____
(Date)

STEP 4 – CERTIFICATION

By signing this worksheet, I certify all the information reported is complete and correct:

Student Signature

Date

Student Name (Please Print)

Student ID Number

Please submit all missing information by email: finaid@nysid.edu