

# Walla Walla Community College

## 2025-2026 Verification Worksheet

**Complete and return to:**  
WWCC – Financial Aid Office  
500 Tausick Way  
Walla Walla, WA 99362

**Phone:** (509) 527-4301  
**Email:** financial.aid@wwcc.edu



Your application was selected for identity verification.

Complete this verification form and submit it to your financial aid administrator as soon as possible. The financial aid office cannot process your application without this information.

**If we have reason to believe that any of the information provided is not accurate, we may require you to provide additional documentation to our office.**

**Federal regulations require WWCC to retain original copies of this verification worksheet and all required documentation.**

If you are unable to appear in person at WWCC to submit the required documentation, your notarized paperwork **MUST** be mailed to:

WALLA WALLA COMMUNITY COLLEGE  
ATTN: FINANCIAL AID OFFICE  
500 TAUSICK WAY  
WALLA WALLA, WA 99362

**FAXED OR SCANNED/EMAILED FORMS WILL NOT BE ACCEPTED!**

### A. Student's Information

\_\_\_\_\_  
Student's Last Name

\_\_\_\_\_  
Student's First Name

\_\_\_\_\_  
Student's M.I.

\_\_\_\_\_  
Student's ctcLink ID

\_\_\_\_\_  
Student's Phone Number

\_\_\_\_\_  
Student's **last 4** of SSN

\_\_\_\_\_  
Student's Date of Birth

**Dependent Student\***

\*A student is considered dependent if he/she was required to provide parental information on the FAFSA®

**Independent Student\*\***

\*\*A student is considered independent if he/she was not required to provide parental information on the FAFSA®

### B. Identity Verification – choose one

**Appear at the Institution**

The student must appear in person at **WALLA WALLA COMMUNITY COLLEGE** to verify his or her identity by presenting 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 the Certification provided below.

**Signed in the presence of a Notary**

If the student is unable to appear in person, the student must verify his or her identity to a Notary by presenting unexpired valid government-issued photo identification, (such as, but not limited to, a driver's license, other state-issued ID, or passport) and sign the Certification provided below in the presence of the Notary.

The student must submit to the institution the original signed Certification, which must be notarized.

Student's Name: \_\_\_\_\_

ID: \_\_\_\_\_

**C. Certification and Signatures**

By signing below, you certify that all of the information reported on this form is complete and correct.

**WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

\_\_\_\_\_  
Print Student's Name

\_\_\_\_\_  
Student's ID Number

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**Notary's Certificate of Acknowledgement**

State of \_\_\_\_\_ City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_, and provided to me on basis of  
(Printed name of signer)

satisfactory evidence of identification \_\_\_\_\_ to be the above-named person  
(Type of government-issued photo ID provided)

who signed the foregoing instrument.

**WITNESS my hand and official seal**  
(seal)

\_\_\_\_\_  
(Notary signature)

My commission expires on \_\_\_\_\_  
(Date)

*(Walla Walla Community College does not reimburse for any fees associated with the notarizing process.)*

**Internal Use Only**

I certify that I, \_\_\_\_\_, verified and documented the identification of the student named above.  
*Name of WWCC Financial Aid Official*

The student submitted original notarized documentation.

Identification attached

\_\_\_\_\_  
Signature of WWCC Financial Aid Official

\_\_\_\_\_  
Date