



High School Completion Verification

Your FAFSA was selected for a review process called verification. In the process, information from your FAFSA will be compared to this document. The law states that the campus must ask for this information before awarding financial aid. If there is a difference between your FAFSA information and your documents, corrections will be made to your FAFSA and your information will be reprocessed.

You must complete and sign this worksheet and submit it along with any documents requested below no later than 30 days prior to the last date of the semester. We cannot continue processing your financial aid application until verification is completed.

STUDENT INFORMATION

Last Name	First Name	M.I.	UH ID Number/Username
Phone Number	Date of Birth		

HIGH SCHOOL COMPLETION STATUS

You **MUST** submit documentation of high school completion status at the beginning of the academic year.

- Copy of your official high school transcript or high school diploma including graduation date.
- Copy of your General Education Development (GED) Certificate or copy of official GED transcript that indicates the date the exam (HiSET, TASC, or other State-authorized exam) was passed, or a state-authorized high school equivalent certificate.
- Academic transcript of a successfully completed two-year program acceptable for full credit toward a bachelor’s degree.
- If you are a homeschooled student, a copy of a state secondary school completion credential transcript or equivalent, OR a transcript or the equivalent signed by parent or guardian, listing secondary school courses you have completed and documentation that you have successfully completed secondary school education.
- Students who completed secondary education in a foreign country, a copy of the “secondary school leaving certificate” or other similar document.

Student’s Signature	Date
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WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

DO NOT MAIL THIS WORKSHEET TO THE U.S. DEPARTMENT OF EDUCATION

RETURN THIS FORM ALONG WITH ANY OTHER REQUIRED DOCUMENTATION TO THE COMMUNITY COLLEGE CAMPUS THAT YOU WILL BE ATTENDING:

Community College	Address	Email	Phone
Hawai’i Community College	1175 Manono Street * Hilo, HI 96720	hawccfao@hawaii.edu	(808) 934-2712
Honolulu Community College	874 Dillingham Boulevard * Honolulu, HI 96817	honccfao@hawaii.edu	(808) 845-9116
Kapi’olani Community College	4303 Diamond Head Road * Honolulu, HI 96816	kapfao@hawaii.edu	(808) 734-9537
Kaua’i Community College	3-1901 Kaunuaui’i Highway * Lihu’e, HI 96766	kauccfao@hawaii.edu	(808) 245-8360
Leeward Community College	96-045 Ala ‘Ike Street * Pearl City, HI 96782	lccfao@hawaii.edu	(808) 455-0606
University of Hawai’i Maui College	310 West Ka’ahumanu Ave * Kahului, HI 96732	mauifa@hawaii.edu	(808) 984-3277
Windward Community College	45-720 Kea’ahala Road * Kāneohe, HI 96744	wccfao@hawaii.edu	(808) 235-7449

FAO USE ONLY

Documents reviewed: _____ FAO Signature: _____

UH HILO, UH WEST OAHU AND UH MĀNOA STUDENTS NEED TO CONTACT THEIR FINANCIAL AID OFFICE FOR CAMPUS SPECIFIC FORMS.