

BUTLER FINANCIAL AID 2022-2023 FAFSA VERIFICATION POLICY

Your FAFSA has been selected for a review process called verification. Verification is a process where the FAFSA application is compared to documentation provided by the student or parent to the college. Applications are selected for verification by the Central Processing System (CPS) or by the college. The financial aid office collects verification documentation from students, compares those documents to the FAFSA and corrects or assist the student in correcting any errors.

Student and/or Parent Role in Verification:

It is the responsibility of the student and/or parent to provide the required documentation to complete verification and to resolve any conflicting information of any FAFSA data. This documentation must be provided by the deadlines described below. Butler will notify students of verification and items needed by mail or electronically. The specific documentation needed to verify a student's application can be found in the student's My.ButlerCC portal in the Financial Aid Tile. Students needing individual assistance with verification should contact the financial aid office at 316-322-3121, email finaid@butlercc.edu, or in person at our Andover or El Dorado campus locations.

Verification Deadlines:

All Aid Programs:

Butler must have a valid FAFSA that was processed prior to the date the student is no longer enrolled for the academic year.

The 2022-2023 federal deadline for submitting corrections by the school or the student is September 9, 2023. Where timing allows, we can still accept documents and complete verification until September 16, 2023 if no corrections are needed. The following deadlines are set to allow for verification and award processing to be completed while the student is still eligible.

Pell Grant Recipients:

Verification documents should be submitted no later than:

100 days from the last date of enrollment for the academic year OR September 1, 2023, whichever is earlier.

A verified and valid FAFSA must be received no later than

120 days from the last date of enrollment for the academic year OR September 16, 2023, whichever is earlier.

Federal Direct Loan and Campus Based Aid Recipients:

Verification Documents should be submitted no later than:

Fall Only students: November 11, 2022.

Fall + Spring & Spring Only students: April 21, 2023

Fall or Spring + Summer & Summer Only students: July 7, 2023

Butler reserves the right to accept documents beyond the dates listed if verification, awarding, and loan acceptance can be completed before the last day of the student's enrollment for the academic year. These dates are based on full-term enrollment, students who are attending different parts of term may have a different deadline and should contact the financial aid office for the specific date.

When Verification is Considered Complete

Verification is complete when the college has all the requested documentation and a valid FAFSA (one on which all the information is accurate and complete). This includes any necessary corrections that need to be made as a result of verification. Deadlines vary by enrollment and type of federal aid, see Verification Deadlines.

Failure to Meet Verification Deadlines

The following are the consequences for not meeting verification deadlines:

Students will not receive financial aid funds for the academic year.

Any disbursed Pell Grant and SEOG funds for the academic year will have to be repaid.

Once a student is no longer enrolled for an academic year, they become ineligible to receive FSA funds unless certain conditions are met for a late disbursement.

Making FAFSA Corrections

The financial aid office makes FAFSA corrections electronically through FAA Access to CPS Online. The financial aid office will only submit corrections based on reliable documentation in its possession that supports the changes or signed documentation from the student or parent.

The student can make corrections to their FAFSA online at FAFSA.gov, or by making corrections to the SAR and mailing it to CPS, or by calling CPS to make corrections over the phone. Students should not submit changes to FAFSA data that was correct at the time the FAFSA was submitted unless they have been directed to do so by the financial aid office. Further documentation to support the student corrections may be required. This documentation is subject to the applicable verification deadlines.

Notification of Awards and Changes to EFC and Awards

Once the verification process is complete, student awards may be revised to reflect the corrected eligibility. Students will receive an updated Student Aid Report (SAR) notification via email from the Department of Education with their new EFC. Butler will notify students by mail or electronically when award revisions are made. When verification results in a decrease in eligibility, a student will be responsible for repaying any Pell Grant funds they are no longer eligible to receive.