

What Happens if I am Selected for Verification?

The Financial Aid Office will verify the accuracy of all applications of students selected by the Department of Education or by the Financial Aid Office at Lackawanna College. Federal aid cannot be finalized until all required documentation is received and eligibility is determined. Students selected for verification will be sent an email by the Financial Aid Office with their Personal URL (PURL) link. The student will click the link, verify their identity and create an account.

Once you have created the account, and you need to return to the verification website, you can log in to the site at:

<https://lackawanna.studentaidprocess.com>

All required tasks must be completed via this website as soon as possible in order to receive any Financial Aid.

The college continues to send reminder emails (up to 6 per semester) until the student creates a user account and completes verification. Failure to complete verification within a certain time period may result in cancellation of federal and/or institutional aid. After a review of this information, a student's change in eligibility may require a change in a student's Financial Aid Offer. Students will be notified in a revised email of any changes. Financial Aid Offers may also be revised due to a change in the student's enrollment status, housing status, and receipt of outside sources of aid. In determining a student's eligibility, the Financial Aid Office is governed by federal, state and institutional regulations which may limit the type and amount of aid a student can receive.

How do I Retrieve Tax Transcripts?

- To obtain an IRS tax return transcript, go to: <https://www.irs.gov/individuals/get-transcript> or call 1-800-908-9946. Make sure to request the "IRS tax return transcript".
- You can also retrieve your financial information by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. Go to [FAFSA.gov](https://fafsa.gov), log into the student's FAFSA record, select "Make FAFSA Correction", select the Financial Information section and click on "LINK to IRS" and follow the instructions. Once the data has been successfully transferred, sign and resubmit your FAFSA.