

## STUDENT STATUS VERIFICATION FORM

Name of Educational Institution: \_\_\_\_\_

PLEASE RETURN FORM TO:

Address: \_\_\_\_\_

SUBJECT: Verification of Information Supplied by an Applicant for Housing Assistance

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

This person has applied for housing assistance under a program of the U.S. Department of Housing and Urban Development (HUD). HUD requires the housing owner to verify all information that is used in determining this person's eligibility or level of benefits.

We ask your cooperation in providing the following information and returning it to the person listed at the top of the page. Your prompt return of this information will help to ensure timely processing of the application for assistance. The applicant/tenant has consented to this release of information as shown below.

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### Area to be completed by Educational Institution.

1. Is this school an institution of higher education as defined under section 102 of the Higher Education Act of 1965 (20 U.S.C. 1002)? \_\_\_\_\_ YES \_\_\_\_\_ NO

2. Is the above named individual a student at this educational institution? \_\_\_\_\_ YES \_\_\_\_\_ NO

3. If yes, is student enrolled part-time or full-time? \_\_\_\_\_ Part-time \_\_\_\_\_ Full-time

4. Date enrolled as a student: \_\_\_\_\_ Expected date of graduation: \_\_\_\_\_

5. Cost of tuition only per semester: \$ \_\_\_\_\_

6. Please indicate the financial assistance being received by or on behalf of this individual from private sources or from the Institution of higher education: (i.e. scholarships, grants, or work study)

Source of Assistance or funding: _____	Total Amount per Semester: \$ _____
Source of Assistance or funding: _____	Total Amount per Semester: \$ _____
Source of Assistance or funding: _____	Total Amount per Semester: \$ _____
Source of Assistance or funding: _____	Total Amount per Semester: \$ _____
Source of Assistance or funding: _____	Total Amount per Semester: \$ _____

\_\_\_\_\_  
Name and Title of Person  
Supplying the Information

\_\_\_\_\_  
Firm/Organization

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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RELEASE: I hereby authorize the release of the requested information. Information obtained under this consent is limited to information that is no older than 12 months. There are circumstances that would require the owner to verify information that is up to 5 years old, which would be authorized by me on a separate consent attached to a copy of this consent.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**Note to Applicant/Tenant:** You do not have to sign this form if either the requesting organization or the organization supplying the information is left blank.

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**PENALTIES FOR MISUSING THIS CONSENT:** Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government. HUD and any owner (or any employee of HUD or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willingly requests, obtains, or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages and seek other relief, as may be appropriate, against the officer or employee of HUD or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security number are contained in the Social Security Act at 208(a) (6), (7) and (8). Violations of these provisions are cited as violations of 42 U.S.C. 408 (a) (6), (7) and (8).

Please return form to the address listed above. Thank you.



## **Acceptable forms of Student Status Verification:**

**NOTE:** HUD accepts three methods of verification. These are, in order of acceptability, third-party verification, review of documents, and family certification. If third-party verification is not available, owners must document the tenant file to explain why third-party verification was not available.

1. Written verification from the registrar's office or appropriate school official.
2. School records, such as paid fee statements that show enrollment for a sufficient number of credits to be considered a full-time student by the school.