

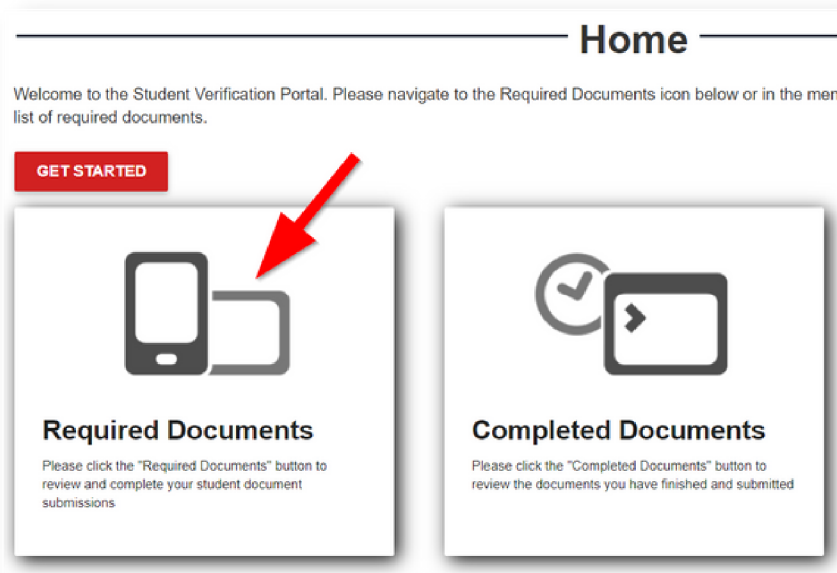
How to Complete the Verification Worksheet for V4 or V5



You were selected by the Department of Education to provide this information to our office.

The fastest and easiest way to complete this requirement is to physically come into our office with a copy of your non-expired government issued photo identification.

If you're not able to come to our office, you should follow the instructions below and take special note that the required documentation **MUST** be signed by a notary public.

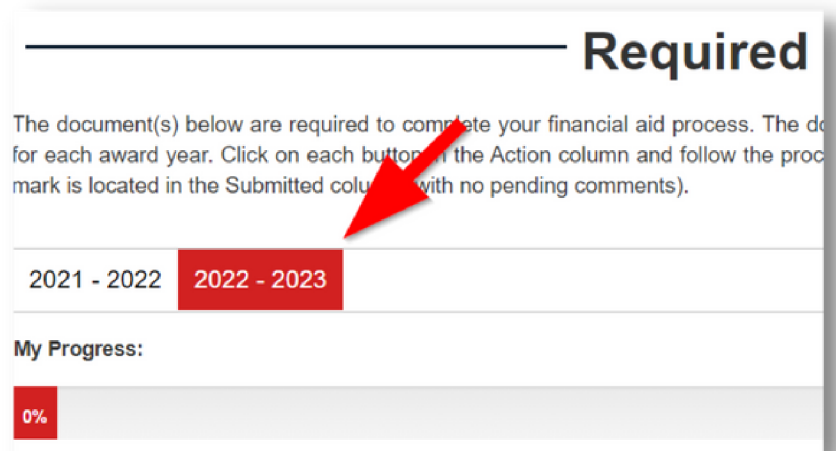


Access your verification portal - <http://www.financialaid.wisc.edu/verificationportal>

Log In with your UW-Madison NetID and password

Click on the **Required Documents** tile

Make sure to click on the correct academic year.



Then, click on the **blue link** for the required document to download and make sure to physically print to fill out and sign. This document cannot be submitted electronically

Download Form ✕

This form cannot be submitted electronically. Please download the form below and follow its instructions.

[Download 2023-2024 Dependent Verification Worksheet V4 Form](#)

CLOSE

Complete Section A: Student Information and read the Statement of Educational Purpose.

Then, take the document to a notary public to hand sign the document in front of them and have it notarized. You will sign the document in two different places!

****Most banks or credit unions have a notary public on staff as a free service.****

Lastly, mail your signed and notarized worksheet **AND** a copy of your non-expired government issued identification to:

Office of Student Financial Aid
333 East Campus Mall #9701
Madison, WI 53715

If you need a paper copy mailed to you, please contact our office.