



FINANCIAL AID OFFICE

50 Phelan Avenue, Cloud Hall Room 324 • San Francisco, CA 94112 • ☎ (415) 239-3577

Must submit in person

OFFICE USE ONLY

2018-2019

High School Alternative/Equivalency Verification Form

Student's Name: _____ CCSF Student ID # _____

PLEASE PRINT CLEARLY

Per Federal Regulations, students who do not have a high school diploma or a recognized equivalent, or do not meet the home school requirements, or who first enroll in a program of study on or after July 1, 2012, will not be eligible to receive Title IV student aid. Listed below are the various ways in which you can meet the high school diploma/equivalent requirement. Please review the questions and check the appropriate box. Documentation is required with this form.

1. Have you received your high school diploma (U.S or Foreign)?

Yes. **STOP HERE.** You do not need to answer the rest of the questions. (Please submit a copy of your High School Diploma, ***IF FOREIGN***, also submit the English translation)

No. Continue to question 2.

2. Have you received a General Education Development Certificate (GED) or passed a state-authorized examination (such as the Test Assessing Secondary Completion (TASC) the High School Equivalency Test (HiSET), or, in California, the California High School Proficiency Exam (CHSPE) that the state recognizes as the equivalent to a high school diploma?

Yes. **STOP HERE.** You do not need to answer the rest of the questions. (Please submit a copy of GED certificate or other official completion documentation)

No. Continue to question 3.

3. A student who does not possess a high school diploma, or a recognized equivalent, but who is, or was, enrolled in a Title IV eligible program any time prior to July 1, 2012, may be eligible to receive Title IV student assistance under the ATB alternatives. Have you previously attended City College of San Francisco or any other college and have taken and passed the Ability to Benefit (ATB) test?

Yes. **STOP HERE.** Date taken: ____/____/____. You do not need to answer the rest of the questions. (Please submit your testing results for both components of the ATB test to the Financial Aid Office, if the results are from a college other than CCSF, please provide a copy of the unofficial transcript)

No. continue to question 4.

4. Have you successfully completed 6 credit hours applicable toward a degree or certificate offered by an institution of higher education prior to July 1st, 2012 or have you successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree?

Yes. **STOP HERE.** Attach unofficial transcripts from other institutions, if applicable.

(Please See Reverse Side)

No. I do not meet any of the statements above. **I understand, I am not eligible to receive federal financial aid.**

**** Review and Certification may take between 7 to 14 business days to complete****

WARNING: If you purposely give false or misleading information, you may be fined, be sentenced to jail, or both.

Certification and Signature

Student's Signature _____

Date _____

CCSF CERTIFICATION

Student's Name: _____ CCSF Student ID # _____

This is to certify that the above named student has successfully completed 6 units of college coursework that is acceptable towards a degree or certificate prior to July 1st, 2012. The units appear on the academic transcript of a college/university, as shown below:

Course: _____ Units: _____ Semester: _____ Year: _____

Institution: _____ Transcript Attached: YES NO

Course: _____ Units: _____ Semester: _____ Year: _____

Institution: _____ Transcript Attached: YES NO

Course: _____ Units: _____ Semester: _____ Year: _____

Institution: _____ Transcript Attached: YES NO

Course: _____ Units: _____ Semester: _____ Year: _____

Institution: _____ Transcript Attached: YES NO

Course: _____ Units: _____ Semester: _____ Year: _____

Institution: _____ Transcript Attached: YES NO

Course: _____ Units: _____ Semester: _____ Year: _____

Institution: _____ Transcript Attached: YES NO

Courses reviewed do not meet the high school equivalency requirement

Certified By:

Academic Representative's Name: _____

Academic Representative's Signature _____ Date _____