

**STUDENT FINANCIAL AID AND VERIFICATION PACKET  
INDEPENDENT STUDENT - CLASS 191 BEGINNING SEPTEMBER 28, 2026**

Clearly Print Your Name: \_\_\_\_\_ Last 4 Digits Of Your SS# \_\_\_\_\_

Enter Best Phone to Be Reached At: (\_\_\_\_\_) \_\_\_\_\_

- 1) All Applicants must submit this packet to the Central School of Practical Nursing (School or CSPN) whether they are applying for aid or not.
- 2) Leave all pages of this packet stapled together.
- 3) Follow **ALL** of the Instructions. Students **MUST** be involved in the completion process. Do not give it to someone else to complete.
- 4) The process is simple and easy and should not take long to complete if you carefully follow the instructions.
- 5) Please contact the School with any questions. Most questions can be cleared up via email or telephone.

**Please check all of the Financial Aid you will be applying for and ONLY the Financial Aid you are applying for:**

- Federal Pell Grant via the U.S. Dept. of Education  
 Direct Loan(s) via the U.S. Dept. of Education  
 The John Huntington Scholarship

**OR**

I am **NOT** Applying for any Financial Aid programs offered by the School.

Sign here: \_\_\_\_\_ and submit this entire packet along and any additional documentation required by this packet

**DEADLINES AND FAFSA /VERIFICATION POLICIES**

1) This Packet, your completed FAFSA, loan forms (if applying for loans) and additional requested documentation should be submitted to the school as soon as possible. We ask that you take no longer than 10 days. However, please note that the

**FINAL DEADLINE is October 16 2026**

If all information has not been submitted and all Packet and FAFSA questions or discrepancies have not been resolved by the aforementioned Final Deadline, **ALL FEDERAL FINANCIAL AID OFFERED BY THE U.S. DEPT. OF EDUCATION THROUGH THE SCHOOL MAY BE DENIED TO THE STUDENT.** As a result, the student will be responsible to pay the remaining tuition out of their own pocket or through financial aid avenues not offered by the School.

2) The School will make any needed corrections (based on this completed packet and other correspondence) to your FAFSA for you via the FAA Access to CPS Online website. However, if it is an item that the School is not able to change, the School will contact you and direct you to make the changes yourself immediately.

3) Any changes the School makes on your behalf to your FAFSA and any resulting changes to your Student Aid Index (SAI) will be communicated to you via your School invoices. Should you have questions about any FAFSA changes made by CSPN, please contact the School ASAP.

4) If the School suspects anyone has misreported information or altered documentation to fraudulently obtain federal funds and you cannot provide a satisfactory explanation or evidence to the contrary than:

**THE STUDENT WILL BE REPORTED TO THE OFFICE OF THE INSPECTOR GENERAL.**

**If you need to speak with a financial aid officer, please contact the School. An appointment may not always be necessary but are available at your request.**

**The financial office is open Monday, Tuesday, Wednesday and Thursday, 9:00AM -- 3:00 PM EST.  
Phone Number: (216) 901-4400, Fax Number: (216) 901-4020, Email: tvickroy@CSPNOhio.edu**

## **INSTRUCTIONS AND TIPS FOR COMPLETING THIS PACKET**

### **Section 1, Determine Which Pages You Should Complete**

1 Are you an Independent or Dependent Student?

See top of first page of this Packet. Enter status here: \_\_\_\_\_

2 Determine your Verification Category. Your SAR should YOU tell which category you fall into: V1, V4 or V5. (note V2, V3 and V6 have been discontinued). If your SAR is silent on this matter, then assume you are Category V1 (Standard Verification Group). Or you may contact the school for further clarification.

Enter your category here: \_\_\_\_\_

3 Are you applying for the Local Scholarship? Enter Yes or No here: \_\_\_\_\_

4 Are you applying for a Pell Grant? Enter Yes or No here: \_\_\_\_\_

5 Are you applying for a Direct Loan? Enter Yes or No here: \_\_\_\_\_

6 At the bottom of each page is a note explaining exactly which type of student (ex: Independent V1, Dependent V4, etc.) should complete that page. Using the information you determined above, look at the bottom of each page and place a check mark next to note of each page you should complete.

7 Complete only the pages you have check marked. Ignore the pages you have determined should not be check marked.

**NOTE: THE ABOVE ITEMS ARE IMPORTANT FIRST STEPS. NOT FOLLOWING THE ABOVE INSTRUCTIONS EXACTLY WILL DELAY THE SCHOOL'S DETERMINATION OF WHICH AND HOW MUCH FINANCIAL AID YOU WILL RECEIVE.**

8 Carefully follow the instructions on each page. Take your time. It is not difficult and should take about 1 hour to complete.

### **Section 2, Helpful Hints**

1 How much should I borrow? The quick answer is as little as possible. But to give you a better idea go through this simple exercise:

Take the Total Tuition of \$19,500 and if you qualify for the Local Scholarship, subtract \$2,000 (an estimate) from your tuition. Have you completed your FAFSA? That should tell you how much Pell Grant you qualify for. Subtract that amount from your tuition. Finally, subtract whatever amount you plan to pay out of pocket at this time. The remaining amount is how much you still owe. This should help you determine how much in combined loans you should borrow.

2 Do I need to turn in everything at the same time? The packet must be complete before you turn it in, but you don't need have other application items done at the same time too. You are encouraged to turn in each piece of the Financial Aid (this packet is 1 piece) and application items as soon as possible.

3 You can turn in this packet without having completed the Entrance Counseling and MPN parts of the Direct Loan Process. But you will need to tell us how much you want to borrow. If you are accepted, you will be prompted to complete the Entrance Counseling and MPN at a later date.

### **Section 3, Deadline**

1 Double check that you have completed everything you need to complete.

2 Double check that you have included any supporting documentation that the packet has requested.

3 You may turn in, mail or email your completed packet. The quicker you turn in the packet, the quicker you will know how much financial aid you qualify for!

### **Section 4, the 2026-2027 FAFSA**

1 Please note that the 2026-2027 FAFSA (which uses your 2024 Tax Return) will need to be completed to determine your Pell Grant for the program that starts September 28, 2026.

2 A new Verification Packet will be supplied at a later date.

**2026-2027 Verification Tracking Groups**  
**FAFSA Information Required to be Verified**

Verification Tracking Flag	Verification Tracking Group Name	FAFSA Information Required to be Verified
V1	Standard Verification Group	<p><b><u>Tax Filers</u></b>            *Adjusted Gross Income            *U.S. Income Tax Paid            *Untaxed Portions of Individual Retirement Account &amp; Pensions            *IRA Deductions and Payments            *Tax Exempt Interest Income            *Education Tax Credits            *Foreign Income Exempt from Federal Taxation</p> <p><b><u>Non-tax Filers</u></b>            *Income Earned from Work</p> <p><b><u>Tax Filers and Non-tax Filers</u></b>            * Family Size</p>
V2	Reserved	N/A
V3	Reserved	N/A
V4	Custom Verification Group	*Identity *Statement of Educational Purpose
V5	Aggregate Verification Group	<p><b><u>Tax Filers</u></b>            *Adjusted Gross Income            *U.S. Income Tax Paid            *Untaxed Portions of IRA Distributions            *Untaxed Portions of Pensions            *IRA Deductions and Payments            *Tax Exempt Interest Income            *Education Tax Credits            *Foreign Income Exempt from Federal Taxation</p> <p><b><u>Non-tax Filers</u></b>            *Income earned from work</p> <p><b><u>Tax Filers and Non-tax Filers</u></b>            * Family Size            *Identity            *Statement of Educational Purpose</p>
V6	Reserved	N/A



## SCHOLARSHIP APPLICATION

**SECTION 1, PERSONAL INFORMATION**

Last Name	First Name	M.I.	Maiden Name	Social Security Number
Street Address	Apt#	City	State	Zip Code
County	Birth Date	Home Phone #	Cell Phone #	Work Phone#
Email Address 1	Email Address 2	Twitter	Facebook	Other Social Media

1 Please **Provide Proof of Residence** Type Provided: \_\_\_\_\_  
 Copy of DL with current address, or recent utility bill, etc.) Check here if you've attached Proof Of Residence:

2 **IRS Filing Status** per most recent tax return

I am NOT required to file a tax return

Single

Married Filing Jointly

Married Filing Separately

Head Of Household

3 **Marital Status** as of Today

Single

Married

Divorced

Separated

\_\_\_\_\_ Date of Divorce or Sep.  
 \_\_\_\_\_ Yes or No: there are court documents verifying Divorce or Separation

4 While In School **I will Live With**

My Parents

My Spouse

My Roommate

Independently

Other: \_\_\_\_\_  
 (ex: Fiance, Grandparent, Friend, etc)

5a The **Ages of the Children I Support** are: \_\_\_\_\_

5b # Of **Children I support that live with me:** \_\_\_\_\_ 5c # of **Dependents I Claimed** on my Last Tax Return: \_\_\_\_\_

6 While In School, **Financially, I will be:**

Fully Self-supporting

Partially Self-Supporting (complete 7 too)

Supported By Another (complete 7 too)

On Public Assistance (Complete 8 too)

Other: \_\_\_\_\_

7 **Additional Financial Support** will be Provided by:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8 **Public Assistance I or my family** are on:

WIC Benefits

TANF Benefits

SNAP Benefits

Free /Reduced Price Lunch Benefits

Other: \_\_\_\_\_

**SECTION 2, EDUCATIONAL HISTORY**

Part 1 Please **check all that apply** to you and provide any details requested:

I have a High School Diploma I graduated from this High School: \_\_\_\_\_

I have a G.E.D. \_\_\_\_\_

I have a Bachelor's Degree From / In: \_\_\_\_\_

Part 2 Please **provide the following information for ALL the Schools** you have attended beyond High School starting with the most recent:

The last school I attended or am currently attending is: \_\_\_\_\_

The dates I attended this school were From: \_\_\_\_\_ To: \_\_\_\_\_

Did you Receive Financial Aid  Yes  No

Did you earn Degree (bachelor's etc)  Yes  No What Degree did you receive: \_\_\_\_\_

Did You earn a certificate  Yes  No What Certificate did you receive: \_\_\_\_\_

**If you have attended more than one school, please provide information on ALL the schools you have attended using the above format on the back of this page and then add additional pages if necessary**

**SECTION 3, SIGNATURE AND DATE**

I certify that all of the above information is True, Correct and Complete

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

## APPLYING FOR THE PELL GRANT CHECK LIST

This page will walk you through the steps to apply for a Pell Grant offered through the U.S. Dept. Of Education's Title IV Program. If you are applying to the Spring Class (late March/early April start), you will have to go through this process twice: once for the first half of the program and then again for the second half of the program. Fall Attendees will only need to apply once. Both the Spring and Fall classes would receive the same amount of Pell Grant money the student's would be entitled to for one academic year. The Spring class is just dispersed over two different FAFSA Award Years and the Fall class is dispersed from one FAFSA award year.

In order to apply for a Pell Grant, the student must simply complete the 2026-2027 Free Application for Federal Student Aid or FAFSA.

### **Section 1, Terms To Know**

- 1 FAFSA:** The Free Application for Federal Student Aid, the application students must complete if they wish to receive Pell Grants and/or Direct Loans
- 2 SAR:** Student Aid Report, the document you will receive in the mail or electronically that summarizes your answers to the FAFSA and provides you with your EFC and the aid you may be entitled to.
- 3 ISIR:** Institutional Student Information Record, this is the school's version of your SAR report. The School will usually receive this document electronically about 2-3 business days after you complete your FAFSA.
- 4 SAI:** Student Aid Index, is an eligibility index number that your college's or career school's financial aid office uses to determine how much federal student aid you would receive if you attended the school. This number results from the financial information you and your contributor(s) provide on your FAFSA® form. In general, the closer your SAI is to the lowest possible value of -1,500, the more Pell Grant money you will be eligible to receive.
- 5 Bachelor's Degree:** bachelor degree holders are not entitled to receive a Pell Grant.
- 6 CSPN's School Code:** **012248**, by entering this code into your FAFSA, you are asking the Dept. of Ed to send an ISIR to CSPN.

### **Section 2, Pell Grant Checklist**

**If you have already completed the 2026-2027 FAFSA and did not enter CSPN's School Code, complete items 3, 4 and 5**  
**If you have not completed the 2026-2027 FAFSA, please complete items 1, 2, 4, and 5**

- Changes were instituted to the 2026-2027 FAFSA that eliminated the requirement for all "FAFSA Contributors" (applicants, spouses and/or parents if applicable) to self report income and financial information. All FAFSA Contributors must now approve and consent for the Department to attempt to obtain Federal Tax Information (FTI) via the Future Act-Direct Data Exchange (FA-DDX) as a condition of eligibility for federal student aid.
- Complete and File your 2026-2027 FAFSA on the internet at <https://studentaid.gov>. Don't forget to enter CSPN's school code of 012248. Also, make sure you receive confirmation that your FAFSA has been completed.  
  
Please enter the date you completed your FAFSA: \_\_\_\_\_
- If you have already filed your 2026-2027 FAFSA, but did not enter CSPN's school code of 012248, please log back into your 2026-2027 FAFSA at <https://studentaid.gov> and do that immediately.
- Complete all of the verification pages in this packet that you have pre-determined you must complete. At the bottom of each page in this packet you will be able to tell whether or not you need to complete that particular page.
- Submit this completed Student Financial Aid and Verification packet to CSPN.

**DO NOT ATTACH OR SUBMIT TAX RETURNS (UNLESS INSTRUCTED BY THE SCHOOL OR BY THE THIS PACKET BECAUSE YOU HAVE AN UNUSUAL TAX FILING CIRCUMSTANCE).**

### **Section 3, Notice**

**THE SCHOOL IS REQUIRED TO REPORT FRAUD, WASTE OR ABUSE TO THE UNITED STATES DEPT. OF EDUCATION INSPECTOR GENERAL, THE SCHOOL TAKES THE REQUIREMENT VERY SERIOUSLY.**

If you need a copy of your SAR, please call 1-800-4FED-AID (1-800-433-3243)

\_\_\_\_ This checklist should be completed by all students who are applying for a Pell Grant

**DIRECT LOAN(S) APPLICATION CHECKLIST**

This page will walk you through the steps of applying for a Direct Loan or Loans offered by the U.S. Dept. Of Education's Title IV Program. You are not required to apply for a loan and should only do so as a last resort to help pay for your tuition. If you do apply for a loan, you are strongly encouraged to borrow as little as possible and to pay as much as you can out of pocket. The loans are offered through the government, but the School approves, determines, originates and authorizes all loans. Direct Loans, also known as Stafford Loans, are not credit based.

**Section 1, Terms To Know**

- 1 **Loans:** a thing that is borrowed, especially a sum of money that is **expected to be paid back** with interest. While Direct Loans are aid, it is not free money. You will have to pay them back approximately 6 months after you graduate or leave the program.
- 2 **FAFSA:** The **Free Application for Federal Student Aid**, the application students must complete if they wish to receive Pell Grants and/or Direct Loans
- 3 **Default:** failure to fulfill an obligation, especially to repay a loan or appear in a court of law. If you are currently in default on any prior federal loan, you are not eligible to receive ANY federal financial aid including Pell Grants. You should make arrangements with your loan servicer to get out of default to regain your federal financial aid eligibility. This is often a 6-9 month process.
- 4  
**Capitalization:** Interest capitalization occurs any time accrued and unpaid interest and loan fees are added to the outstanding principal balance of a loan. The more frequently a lender adds the interest to the principal loan balance, the more interest a borrower will pay.
- 5 **Subsidized Loan (sub):** a Direct Loan with a maximum annual limit of \$3,500. The government subsidizes this loan for you while you are in school which means interest does not accrue on your loan until after you graduate and no payments are due until after you graduate. Prior Subsidized loans you have taken may effect your eligibility to qualify for additional subsidized loans.
- 6 **Unsubsidized Loan (unsub):** a Direct Loan with a maximum annual limit of \$6,000 for Independent students and \$2,000 for Dependent students. The loan is not subsidized by the government, so interest starts to accrue on any portion that is drawn down from the government by the school. Loans are usually drawn by the school in this manner: 1/2 after the end of the 1st level for the first half of the program and 1/2 one month into the 3rd level for the second half of the program. You will have the opportunity to pay back the interest while you are in school. However if you do not pay back this interest it will capitalize.
- 7 **Loan Limits:** the maximum annual combined (sub and unsub) loan limit for an Independent Student is \$9,500. For a Dependent Student, this maximum is \$5,500. There are also cumulative limits in addition to annual limits. For an Independent Student, they cannot borrow more than \$23,000 in Subsidized Loans and \$57,500 in combined loans. For Dependent students the cumulative limits are \$23,000 for Subsidized loans and \$31,000 in combined loans
- 8 **Tuition Credits:** your loans will appear as tuition credits (less government fees) on your invoices. 50% of each type of loan will be credited to both the 1st and 2nd half invoices. If you have borrowed in excess of your tuition needs, the balance will be distributed to you per the draw down schedule explained under item 6 above.
- 9 **Entrance Counseling (EC):** an online tutorial / educational presentation on what to expect when you borrow Direct Loans.
- 10 **Master Promissory Note (MPN):** a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the U.S. Department of Education / and or your loan servicer.
- 11 **Annual Student Loan Acknowledgement** - must be completed every year you apply for a new federal loan.

**Section 2, Direct Loan Application Check List.**

- 1 \_\_\_\_\_ Complete and file your 2026-2027 FAFSA on the internet at <https://studentaid.gov>. Don't forget to enter CSPN's school code of 012248. Also, make sure you receive some sort of confirmation that your FAFSA has been completed.
- 2 \_\_\_\_\_ On the internet, go to directly to <https://studentaid.gov> and skip to item 3
- 3 \_\_\_\_\_ Log into your account using your FSA User ID and Password (the same one you use to access your FAFSA).
- 4 \_\_\_\_\_ Complete the Entrance Counseling for **DIRECT LOANS** - Follow the instructions. It may take up to 30 minutes to complete. Make sure you receive some sort of confirmation that you have completed your Entrance Counseling.
- 5 \_\_\_\_\_ Complete the Master Promissory Note for Direct Loans. This should take about 5-10 minutes to complete. Make sure you receive confirmation that you have completed your MPN. CSPN does not participate in any other loan program offered by the Department of Education.
- 6 \_\_\_\_\_ Complete the Annual Student Loan Acknowledgement. Should take about 5 minutes.

**Section 3, Inform CSPN Exactly How Much You Wish to Borrow**

Enter the combined maximum amount in loans you wish to borrow in the box below. The first \$3,500 will be considered a Subsidized loan if a subsidized loan is available to the student. Anything above \$3,500 will be considered an Unsubsidized Loan. Review the loan limits above. Note: if Subsidized loans are not available to you, then the entire amount will be originated as an unsubsidized loan.

**Enter Desired Loan Amount Here -->**  
(maximum total of \$9,500.00)

\_\_\_ Any Student wishing to borrow a Direct Loan or Loans should complete this checklist.



## Verification of 2024 Income Information for Student Tax Filers

**Important Note:** The instructions below apply to the student and spouse (if the student is married). Notify the financial aid office if the student and spouse filed separate IRS income tax returns for 2024 or had a change in marital status after December 31, 2024.

**Instructions:** Complete this section if the student and spouse filed or will file a 2024 IRS income tax return(s). As part of Federal student aid eligibility, students, and spouses (as appropriate), will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In other words, if the student and spouse filed separate 2024 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify 2024 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS via the FA-DDX.

If 2024 income tax return information for the student (or spouse, if applicable) was not transferred via the FA-DDX and considered verified, the student should provide the institution with a **2024 IRS Tax Return Transcript(s) or a signed copy of the 2024 income tax return and applicable schedules.**

**A 2023 IRS Tax Return Transcript** may be obtained through:

- Get Transcript by MAIL – Go to [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record." Click "Get Transcript by Mail." Make sure to request the "Return Transcript" and **NOT** the "Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the online request.
- Get Transcript Online – Go to [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and **NOT** the "Account Transcript." Follow the instructions to create an ID.me account if you do not already have one. If you need help creating an ID.me account or verifying your identity, visit the ID.me IRS Help Site.
- Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form.



### **Verification of 2024 Income Information for Individuals with Unusual Circumstances Individuals Granted a Filing Extension by the IRS**

An individual who is required to file a 2024 IRS income tax return and has been granted a filing extension by the IRS beyond the automatic six-month extension for tax year 2024, must provide:

- A signed statement listing the sources of any 2024 income and the amount of income from each source;
- A copy of the IRS's approval of an extension beyond the automatic six-month extension for tax year 2024;
- A copy of IRS Form W-2 for each source of employment income received or an equivalent document for tax year 2024; and
- If self-employed, a signed statement certifying the amount of the individual's adjusted gross income (AGI) and the U.S. income tax paid for tax year 2024.

### **Individuals Who Filed an Amended IRS Income Tax Return**

An individual who filed an amended IRS income tax return for tax year 2024 must provide a signed copy of the 2024 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS or documentation from the IRS that include the change(s) made by the IRS, in addition to one of the following

- Income and tax information from the IRS on an ISIR record with all tax information from the original tax return;
- A 2024 IRS Tax Return Transcript (that will only include information from the original tax return and does not have to be signed), or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; or
- A signed copy of the 2024 IRS Form 1040 and the applicable schedules that were filed with the IRS.

### **Individuals Who Were Victims of IRS Tax-Related Identity Theft**

An individual who was the victim of IRS tax-related identity theft must provide:

- A copy of the signed 2024 income tax return and applicable schedules the individual filed with the IRS, or an equivalent document provided by the IRS; and
- An IRS 4674C letter (a letter from the IRS acknowledging the identity theft) or a statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft, and the IRS is aware of it.

### **Individuals Who Filed Non-IRS Income Tax Returns**

- A tax filer who filed an income tax return with a tax authority other than the IRS may provide a signed copy of his or her income tax return that was filed with the relevant tax authority. However, if the institution questions the accuracy of the information on the signed copy of the income tax return, the tax filer must provide the institution with a copy of the tax account information issued by the relevant tax authority before verification can be completed.



## Verification of 2024 Income Information for STUDENTS Who Did NOT File A 2024 Tax Return

The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse will not file and are not required to file a 2024 income tax return with the IRS.

**By completing this document, I certify that I have not filed and am not required to file a 2024 income tax return, and I have listed all income earned from work, other income, and resources for the 2024 tax year.**

Also check the box that applies below:

- The student and spouse were not employed and had no income earned from work in 2024.
- My spouse and/or I were employed in 2024 and have listed below the names of all employers, the amount earned from each employer in 2024, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2024 IRS W-2 forms issued to you and your spouse. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, provide a separate page with your name and ID number at the top.]

Employer's Name	IRS W-2 Provided?	2024 Amount Earned
<i>(Example) ABC's Auto Body Shop</i>	Yes	\$4,500.00
<b>TOTAL AMOUNT OF INCOME EARNED FROM WORK:</b>		<b>\$</b>

- My spouse and/or I had other income and resources that supported us for the 2024 tax year. [List each source of income in the table below. If more space is needed, provide a separate page with your name and ID number at the top.]

Source of Income	Annual Amount in 2024
<i>(Example) Rental Property</i>	\$4,500.00
<b>TOTAL AMOUNT OF INCOME :</b>	<b>\$</b>





**Identity and Statement of Educational Purpose  
(To Be Signed at the Institution)**

The student must appear **IN PERSON** at the Central School of Practical Nursing (CSPN) to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

**Identity and Statement of Educational Purpose  
(To Be Signed in the Presence of a Notary)**

If the student is unable to appear in person at Central School of Practical Nursing (CSPN) to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and
- (b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

**Statement of Educational Purpose**

I certify that I \_\_\_\_\_ am the individual signing  
(Print Student's Name)

this Statement of Educational Purpose and that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Central School of Practical Nursing (CSPN) for 2026–2027.

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Student's ID Number)

**To Be Completed by a Notary ONLY If the student is unable to appear in person at Central School of Practical Nursing (CSPN)**

State of \_\_\_\_\_

City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_, and proved to me  
(Printed name of signer)

on the basis of satisfactory evidence of identification \_\_\_\_\_  
(Type of unexpired government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

**WITNESS my hand and official seal**  
(seal)

\_\_\_\_\_  
(Notary signature)

My commission expires on \_\_\_\_\_  
(Date)



**Certification and Signature**  
**(Independent Student)**

**Certification and Signature**

Each person signing below certifies that all of the information reported in the is packet is complete and correct.

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

\_\_\_\_\_  
Print Student's Name

\_\_\_\_\_  
Student's ID Number

\_\_\_\_\_  
Student's Signature (Required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Spouse's Name (Optional)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature (Optional)

\_\_\_\_\_  
Date