



UofL Student Financial Aid Office Additional Information/Documentation Request

Please do not submit this page with your veteran status/active duty certification form. It is a resource for you to keep.

On your Free Application for Federal Student Aid (FAFSA), you reported that you are either a veteran or serving on active duty outside of training. To confirm this information, our office is requesting that you print, complete, and return the attached “Veteran Status/Active Duty Certification” form with a handwritten signature and supporting documentation. Forms submitted without the requested documentation and signatures are incomplete and cannot be processed.

After reviewing your form and documentation, our office may request additional information or documentation, request that you make corrections to your FAFSA, or make corrections to your FAFSA¹. Make sure to monitor your UofL e-mail account and Tasks list for additional information about the status of your account. Please note there may be a hold placed on your account until all information is verified. Processing is completed when you no longer see “Veteran Status Certification” in your Ulink Task Tile.

The checklist status in your ULink Task Tile will change throughout the process. Descriptions of each status are provided below:	
Initiated:	Your form has been assigned but not yet received by our office.
Accepted:	An item has been received but not reviewed.
Active:	Additional information is needed: Review your ULink Task Tile and your UofL e-mail.
Received:	Your form is being reviewed. Monitor your ULink Task Tile and your UofL e-mail.
In Progress:	Your form is being processed.

If you have any questions, or need additional information, please contact our office at (502) 852-5511. You may submit the completed form to our office via fax, mail, document upload, or in-person. **Do not submit this form or any requested documentation by e-mail.**

Please return your signed form and, if applicable, all requested documentation to the UofL Student Financial Aid Office using one of the options below:

The attached form must be printed then signed with a handwritten signature(s) before submitting.

Ulink Financial Aid Document Upload²:	Log into your student Ulink account at https://ulink.louisville.edu/ , open your ‘Tasks’ tile and select the ‘ <i>Financial Aid Document Upload</i> ’ menu. For additional information, please visit https://louisville.edu/financialaid/other-information/financial-document-upload .
Mail/In Person:	Student Financial Aid Office, Houchens Building Room 110, University of Louisville, Louisville, KY 40292
Fax Number:	502.852.0182
²DO NOT E-MAIL this form or attachments; the options above are the only permissible way to securely submit financial aid documents electronically. Do not submit this form or attachments to any other office.	

¹Federal law requires the resolution of any potentially conflicting information. We may make a correction to your FAFSA, which may result in a change to your eligibility for federal student aid. Corrections made by either our office or you could result in the requirement to provide parent information and signature.

VETERAN STATUS/ACTIVE DUTY CERTIFICATION

Student Name: _____ Student ID: _____

Academic Period of Enrollment

Fall 2022, Spring 2023, Summer 2023 Fall 2023, Spring 2024, Summer 2024 Other: _____

You reported you are either a veteran of the U.S. Armed Forces or currently serving on active duty for purposes other than training on your Free Application for Federal Student Aid (FAFSA). **Please complete, sign, date, and return this form, along with supporting documents, to the address or fax number provided above.** Do NOT submit via email.

1) Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training?

- Yes**, I am currently serving the U.S. Armed Forces OR I am currently a National Guard or Reserves enlistee who is on active duty for other than state or training purposes.
- **Please attach a letter from your commanding officer or other military documentation indicating your current status.**
- No**, I am not currently serving in the U.S. Armed Forces, National Guard, or Reserves **OR** I am a National Guard or Reserves enlistee who is on active duty for state or training purposes.

2) Are you a "Veteran" of the U.S. Armed Forces?

- Yes**, I have engaged in active duty (including basic training) in the U.S. Armed Forces **OR** I am a National Guard or Reserves enlistee who was called to active duty for other than state or training purposes **OR** I was a cadet or midshipman at one of the service academies **AND** I was released under a condition other than dishonorable. Also answer Yes if you are not a veteran but will be one by June 30th of the academic period indicated above.
- **Attach a copy of your DD214 (military separation form) which shows your character of service is other than dishonorable**
 - **If you are not a veteran now but will be one by June 30th of the academic period indicated above, attach a letter from your commanding officer or other military documentation indicating your current status and verifying your separation plans.**
- No**, I have never engaged in active duty (including basic training) in the U.S. Armed Forces **OR** I am currently an ROTC student or cadet midshipman at a service academy **OR** I am a National Guard or Reserves enlistee activated for only state or training purposes **OR** I was engaged in active duty in the U.S. Armed forces but released under dishonorable conditions. Also answer No if you are currently serving in the U.S. Armed Forces and will continue to serve through June 30th of the academic period indicated above.

****If you answered No to both questions, please log back into your FAFSA and make a correction. Change the answer to the relevant question(s) from Yes to No. Please note, you may be required to provide parent information and signature.****

By signing this form, you certify that all of the information you provided on the form and any submitted documentation is true and complete to the best of your knowledge and you agree, if asked, to provide information that will verify the accuracy of your completed form. If you purposely give false or misleading information, you may be fined up to \$20,000, sent to prison, or both.

Student Signature: _____ Date: _____ Phone number: _____

Office Use Only	ISIR Trans: _____	[] Chkst: VETCT _____ Date: _____ Init: _____
CC: _____	Active Duty: Y N	[] PK Summary Override VA DB match (only if VET)
VA Match: _____	Veteran: Y N	[] Advise to report parent data
Dep. Status: _____	Ind. Other Reason: Y N	[] Valid Active Duty