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RGM Memo

Date: June 13, 2014
To: School Owners and Financial Aid Personnel
RE: New System Enhancement for Verification Procedures

We are currently working on a system enhancement for the 2014-2015 Verification Process for your students.

When the enhancement is finished, you will see a new Verification Screen under the Financial Aid Module, which you will use for your students who have been selected for Verification.

Based on the Verification Group, V1, V3, V4, V5 or V6, you will need to confirm the information under **each item** within the group in order for the verification to be complete. For example under V1 you will have 12 items that need to be confirmed. V3 has 1 and so forth.

This process will take more time, but will ensure the verification process is accurate.

Once we have this ready in the system, we will provide you with step-by-step instructions on how to use the new Verification screen.

Thank you,
Rafael