

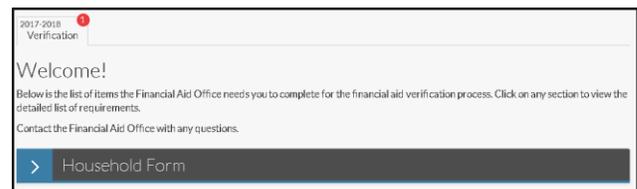
## Creating a Verification Account

Beginning with the 2019-2020 aid year, all verification documents should be submitted electronically through your verification account.

- Visit <https://southernregional.verifymyfafsa.com> to Register.
- Add the Required fields.
  - \* **NOTE:** Your first name, last name, Social Security Number, and Date of Birth MUST match what is listed on your FAFSA to successfully register your account.
  - \* If you are a dependent student, you and your parent will need to create an account.
- Click the Register Account button.
  - \* Once your account is created, your login will be the same as the Single Sign On (SSO) credentials that you use for BannerWeb, Blackboard and your SRTC Email Account.
  - \* Parents will be prompted to create their own username & password, if they have documents to sign.
- Opt in for Text and Email Communication.
  - \* It is suggested that you opt in for text and email notifications. This feature will be used to contact you if additional items are needed to complete your award.

- **Review the Tasks Needed to Complete Your Award.**

\*Some items can be completed online and other tasks require you to upload documents. Select the task for instructions on how to submit the needed information.



- **If you need to upload a document, you may scan or take a picture of the document with your phone.** Please ensure the photo displays the complete document and is legible prior to upload.

- **Once all your tasks have been submitted, you should periodically check your email accounts.**

\* If additional items are needed after your file is reviewed, you will receive a follow-up email.

\*Once your file has been awarded, you will receive an email to your SRTC student email account directing you to BannerWeb to view your award.

- **Questions?**

Please contact the Financial Aid Office, [finaid@southernregional.edu](mailto:finaid@southernregional.edu)

**Bainbridge** 229.243.3013

**Moultrie** 229.217.4162

**Thomasville** 229.225.5036

**Tifton** 229.386.3164