

Verification Tracking Form

Attach to **each** application selected for verification with a copy of all correspondence from household regarding verification and a copy of documents received from the household.

Name of student or family: _____

Date Verification Notice Sent: ___ / ___ / ___

Date Response Due from Household: ___ / ___ / ___

Date Second Notice Sent : ___ / ___ / ___ N/A

Number of Students on Application: _____

Original Approval was: <ul style="list-style-type: none"> <input type="checkbox"/> Free Eligible Based on *SNAP/TANF/FDPIR Case # <input type="checkbox"/> Free Eligible Based on Income/Household Size Information <input type="checkbox"/> Reduced Price Eligible
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<i>Record the calculations and frequency of income from Verification documentation:</i>	
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Verification Result: <ul style="list-style-type: none"> <input type="checkbox"/> No Change <input type="checkbox"/> Free Eligible Based on *SNAP/TANF Case # – Verified through Direct Verification <input type="checkbox"/> Free Eligible Based on FDPIR Agency Response <input type="checkbox"/> Free Eligible Based on Income/Household Size Information <input type="checkbox"/> Reduced Price Eligible Based on Income/Household Size Information <input type="checkbox"/> Paid Eligible Based on insufficient documentation <input type="checkbox"/> Paid Eligible Based on FDPIR Agency response <input type="checkbox"/> Paid Eligible Based on Income/Household Size <input type="checkbox"/> Paid Eligible as Household Did Not Respond
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Date Notification of Verification was Sent: ___ / ___ / ___

Date Change Made: ___ / ___ / ___

Date Hearing Requested: ___ / ___ / ___ N/A

Hearing Decision/Date: ___ / ___ / ___ N/A

Date Verification Completed: ___ / ___ / ___

Verifying Official's Signature: _____

Reapplied With Documentation

<i>Record the calculations and frequency of income from Reapplication:</i>	
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Reapplication Results: <ul style="list-style-type: none"> <input type="checkbox"/> Denied Based on Income/Household Size Information <input type="checkbox"/> Free Eligible Based on *SNAP/TANF Case # – Verified through Direct Verification <input type="checkbox"/> Free Eligible Based on FDPIR Agency Response <input type="checkbox"/> Free Eligible Based on Income/Household Size Information <input type="checkbox"/> Reduced Price Eligible Based on Income/Household Size Information

*SNAP: Supplemental Nutritional Assistance Program (formerly The Food Stamp Program)