

STEP 2: CERTIFICATION AND SIGNATURES 

Certification Statement: *Your signature on this document confirms your acknowledgement of the following:*

- *The information submitted for review is true and correct to the best of my knowledge.*
- *I understand that my financial aid awards may be adjusted to account for the scholarships and/or resources listed above.*
- *During peak seasons, there may be a 5-7 business day processing time for the request.*

Student Signature: _____ Phone or Email: _____ Date: _____

With a few exceptions, you are entitled on your request to be informed about the information U.T. San Antonio collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review this information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. San Antonio correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in the University of Texas System Business Procedures Memorandum 32. The information that U.T. San Antonio collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government code) and rules. Different types of information are kept for different periods of time.

 **UTSA OFFICE USE ONLY:** 

Date: _____ Received By: _____ Processed By: _____

RRAAREQ Code: OSCH
WebX Code: FA_SCH_OSCH
Form revised 10/30/19