## EDUCATIONAL OPPORTUNITY FUND (EOF) ON-LINE NJFAMS ROSTER CERTIFICATION

EDUCATIONAL OPPORTUNITY FUND
Office of the Secretary of Higher Education
PO Box 542
Trenton, New Jersey 08625

All certification documents must be submitted via email and a hard copy must be mailed to the EOF Central Office. This certification form may be submitted in either a PDF, MS Word or JPEG image format to all identified individuals below. In addition to this form, programs must submit a roster of your "Approved and Eligible" students who you are requesting the EOF Central Office to certify for payment purposes. The "Approved and Eligible" roster must be downloaded from the EOF portal within NJFAMS as a CSV file (Excel document) and must accompany the roster certification page. This excel document must be reviewed prior to submission and must reflect the accurate demographic and award information for all selected students. Students who are listed as either incomplete or under verification within NJFAMS should not be included for certification purposes.

Certifications not submitted in the requested format and received after 3:00 pm will not be processed.

Original signature page and a copy of the above described roster must be mailed to the EOF office within one week of processing.

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EMAIL TO: TELEPHONE:	Shakia Williams Audrey Bennerson Hasani Carter Janis Flanagan 609-984-2631 (Shakia N	(shakia.williams@ (audrey.bennerso (hasani.carter@os (janis.flanagan@o Williams) or 609-341-3	n@oshe.nj.gov) he.nj.gov) she.nj.gov)
INSTITUTION PROGRAM: DATE:	N:		
been reviewed requested for e	for accuracy, processed in ac	ccordance with the instruct iance with the Educational	ed above, that this roster has ions provided, and that payments Opportunity Fund Regulations. and progress required by this
(EOF Director –	- Signature)		(Telephone Number)
(EOF Director –	- Print)	<del></del>	(Date)
(Financial Aid E	Director – Signature)		(Telephone Number)

(Date)

(Financial Aid Director – Print)