Create Verification Batch Upload File

Completed	Description
	List applications to be verified.
	Social Security Number
	Last Name (required)
	First Name (required)
	Date of Birth (required)
	Gender (required)
	CE ID (required)
	Check to see if columns are formatted correctly.
	Social Security Number - 9 digits including leading zeros -- no dashes 000000000
	Last Name (required) - up to 30 characters
	First Name (required) - up to 30 characters
	Date of Birth (required) - mm/dd/yyyy
	Gender (required) - M or F
	CE ID (required) - 5 digits including leading zeros - 00000
	Remove column header row if there is one
	Save as an Excel file (.xlxs or .xls)