

Verification Summary Report Error Messages

Error Number	Type	Error Message	Report Question	Procedure for Correcting the Error
4502	I	Number of students approved as free eligible who are not subject to verification must be less than the total enrolled students	4-1 Column A	Compare 4-1, column A with 3-0. If 4.1 column A is greater than 3-0, re-evaluate the numbers entered in both columns to ensure that 3-0 is greater than 4.1 column A.
4503	I	Number of students approved as free eligible based on Food Stamp/TANF case numbers must be less than total enrolled students on the same line.	4-2 Column A	Compare 4-2, column A with 3-0. If 4-2, column A is greater than 3-0, re-evaluate the numbers entered in both columns to ensure that 3-0 is greater than 4-2, column A.
4504	I	Number of applications approved as free eligible based on Food Stamp/TANF case numbers must be less than the number of students on the same line.	4-2 Column B	If you get this error, you have listed the same numbers in both columns A and B. Because household applications are now required, the number of students listed in 4-2 column A must be greater than the number of applications listed in 4-2, column B.
4505	I	Number of students approved as free eligible based on income/household size must be less than total enrolled students.	4-3 Column A	Compare 4-2 column A with 3-0. If 4-2 column A is greater than 3-0, re-evaluate the numbers entered in both columns to ensure that 3-0 is greater than 4-2 column A.
4506	I	Number of applications approved as free eligible based on Income/household size must be less than the number of students on the same line.	4-3 Column B	If you get this error, you have listed the same numbers in both column A and B. Because household applications are now required, the number of students listed in 4-3, column A must be greater than the number of applications listed in 4-3, column B.
4508	I	Number of students approved as total reduced-price eligible reported must be less than total enrolled students.	5-0 Column A	If you get this error, you have listed the same numbers in both column A and B. Because household applications are now required, the number of students listed in 5-0, column A must be greater than the number of applications listed in 5-0, column B.
4511	I	Based on the date verification was completed, a Corrective Action Plan is required.	16	If you completed the verification process after November 15, you must develop a corrective action plan that describes what you will do to finish by November 15 th in future years.
4514	I	Number of applications entered in 4-2, column B must be greater than zero when the # of students entered in 4-2, column A is greater than zero.	4-2 Columns A & B	You may have forgotten to list the number of applications in 4-2, column B or you may have entered more applications than you have students. You also may have transposed your figures putting applications and students in the wrong columns.
4515	I	Number of applications entered on 4-3, column B must be greater than zero when the number of students entered on 4-3, column A is greater than zero.	4-3 Columns A & B	You may have forgotten to list the number of applications in 4-3, column B or you may have entered more applications than you have students. You also may have transposed your figures putting applications and students in the wrong columns.
4517	I	National School Lunch Program schools must be greater than zero for at least one program.	2	Count the number of schools in your LEA on the National School Lunch Program and record that number in 2. You may have put district instead of schools/sites.
4518	I	Number of enrolled students must be greater than number of programs.	3	You may have listed the number of programs instead of the number of students.
4519	I	Number of applications approved as reduced price based on application with income/household size must be greater than the number of students on the same line.	5-0 Column B	You may have forgotten to list the number of applications in 5-0. Column B or you may have entered more applications than you have students.
4520	I	Number of applications entered in 5-0 column B just be greater than zero when the number of students entered on 5-0 column A is greater than zero.	5-0 Columns A & B	You may have forgotten to list the number of applications in 5-0, column B or you may have entered more applications than you have students.
4521	I	Number of students approved as reduced price must be greater than 1 if the Provision 2/3 box is greater than 1.	5-1	This error only applies to Provision schools. If you have 5 students listed in 5-1, you must have more than 5 listed in 5-0. Review figures for accuracy.
4523	I	Free/reduced price eligible, no change must be greater than the number of applications.	7-0	The information automatically transfers from the worksheet. Call your specialist if you get this error message.

4524	I	Free/reduced price eligible, responded changed to reduced price must be greater than number of applications.	9-0	The information automatically transfers from the worksheet. Call your specialist if you get this error message.
4525	I	Free/reduced price eligible responded changed to paid number of students must be greater than the number of applications.	9-0	The information automatically transfers from the worksheet. Call your specialist if you get this error message.
4526	I	Free/reduced price eligible did not respond number of students must be greater than # of applications.	11-0	The information automatically transfers from the worksheet. Call your specialist if you get this error message.
4527	I	Number of students approved as free must be greater than 1 if Provision 2/3 box is greater than zero in question #2.	2 Box 3	This error only applies to Provision schools. If you have 5 students listed in 5-1, you must have more than 5 listed in 5-0. Review figures for accuracy.
4530	I	If sponsor is not approved for Provision 2/3 for at least one site, cannot complete 4-B and 5-B where it says Provision 2/3.	4-B Column A 5-B Column A	Be sure that you have not recorded numbers in Provision 2/3 if you do not have Provision 2/3 schools on the National School Lunch Program.
4535	I	An e-mail address is required.	1, e-mail	The e-mail address area is highlighted in yellow and must be entered.
4536	I	Questions 4-4 and 5-1 Provision 2/3 schools no operating a base year lunch only, cannot be completed if no sites are approved for Provision 2 or 3 for lunch on the site application.	4-4 Column A 5-1 Column A	Requires you to list Provision 2/3 schools not operating a base year program. If you did not list schools, you cannot complete Provision 2/3, 4.4 and 5.1, column A.
4537	I	Questions 4-4 and 5-1 cannot exceed # of students in Provision 2/3 box in question #3.	4-4 Column A 5-1 Column A	Total numbers listed in 4-4 and 5-1, column A and confirm that they do not exceed the number of enrolled students listed in 3.
4540	I	Reduced price eligible, responded, changed to free- number of students must be greater than the number applications.	8	The information automatically transfers from the worksheet. Call your specialist if you receive this error message.
4541	I	Question 4- Total # of students and applications approved as free (4A+4B=4C=4D) cannot exceed the total # of enrolled students in question 3.	3	The number listed in 3 must equal the total of 4A+4B+4C+4D. If they do not match, re-check your addition and confirm that the number listed in 3 is accurate.
4542	I	Question 5- Total number of students and applications approved as reduced cannot exceed the total number of enrolled students in question 3.	3	The number listed in 5 must equal the number listed in 3, box 3. If it does not match, double check your entries to confirm that the numbers listed in 3 and 5 are accurate.
4543	I	Total number of students verified (Question 14) cannot be greater than total number of enrolled students in public or private schools or RCCLs in question 3.	14	Because households are verified, the number of students enrolled will always be greater than the number of households verified. Perhaps you verified all students in your LEA. If you did this, an error message will appear. Call your specialist for assistance.
4545	I	Must enter date verification activities were completed in question 16.	16	Enter the date you completed verification. This is the date when households were confirmed as approved originally or benefit was changed and notice was sent.
4551	I	Number of approved free or reduced applications on file as of October 1 st must be equal to B4-2+B4-3+B5)	1	Use the information in Phase 2, column B and ensure that you have added correctly. You may have used the information in column A by accident.
4578	I	Verification activities must be completed by November 15 th .	16	This error means that verification was not completed by November 15 th . You must submit a Corrective Action Plan in the box provided.