



Federal Student Aid Program Verification Worksheet for 2024-2025

Your application was selected by the U.S. Dept. of Education for review in a process called "Verification." In this process, Lindenwood University is required by federal regulations to compare the information from your FAFSA with the information provided on this form along with a **signed** copy of your **2022** Federal IRS Tax Return (and your spouse's if you are married, or your parents' if you are considered dependent for federal aid purposes). If there are differences between your FAFSA application and the documents you submit, electronic corrections to your FAFSA may be required. Your financial aid cannot be processed until verification has been completed, so please provide the required documents **as soon as possible**.

What you must do:

1. **Complete all relevant sections of this worksheet below and sign below.**
2. Submit copies of your **2022** IRS W-2 Form, 1099's or other documents of earnings.
3. **Upload*** or hand deliver the completed verification worksheet, earnings documentation and any other documents to Student Financial Services.
4. Log on to your student portal. Click on **My Documents, then Document Center**. Scroll down to the **Upload** Document section. Select the required document, then choose your file for upload.
5. The information on the documents you submit will be compared to your FAFSA. Corrections will be made if necessary.

A. Student Information:

_____	_____	_____	_____
Last Name	First Name	M.I.	Social Security Number or Student ID#
_____		_____	_____
Address (include apt. #)		City	State ZIP Code
_____	_____	_____	_____
Date of Birth	Lindenwood E-mail Address	Phone Number (include area code)	

B. Family Information:

Print the names of all the people in your household in the chart below:

1. Include **yourself** on the first line.
2. **Dependent students** (as determined by your FAFSA), include **your parents**.
3. **Include your siblings** if your parents will provide more than half of their support between July 1, 2024, and June 30, 2025.
4. **Independent students** (as determined by your FAFSA), include **your spouse** if you are married.
5. Include **your children and your spouse's children**, if you or your spouse will provide more than half of their support between July 1, 2024, and June 30, 2025, even if the children do not live with you.

Additional documentation may be required for individuals listed below other than your parents, siblings or spouse. Please complete every section of the table below for each member of your household.

Full Name	Age	Relationship to Student
<i>Example: Sally Sue</i>	<i>20</i>	<i>Sister</i>
		Self/Student

*If more space is required, attach a separate page.

C. Verification of 2022 Income Information for Student (and/or Spouse) Non-tax filers

Complete this section if the student (and/or spouse, if married) will not file and are not required to file a 2022 federal income tax return with the IRS.

- The student and spouse were not employed and had no income earned from work in 2022.
- The student and/or spouse were employed in 2022 and have listed below the names of all employers, the amount earned from each employer in 2022, and whether an IRS W-2 form, or an equivalent document is provided. (Provide copies of all 2022 IRS W-2 forms issued to the student and spouse by their employers). List every employer even if the employer did not issue an IRS W-2.

Employer's Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2022
<i>(Example) ABC's Auto Body Shop</i>	Yes	\$4,500
<i>Total Amount of Income Earned from Work</i>		\$

*If more space is required, attach a separate page.

D. Verification of 2022 Income Information for Parent Non-tax Filers

The instructions and certifications below apply to each parent included in the household. Complete this section if the parents will not file and are not required to file a 2022 federal income tax return with the IRS.

Check the box that applies:

- Neither parent was employed, and neither had income earned from work in 2022.
- One of both parents were employed in 2022 and have listed below the names of all employers, the amount earned from each employer in 2022, and whether an IRS W-2 form, or an equivalent document is provided. (Provide copies of all 2022 IRS W-2 forms issued to the parents by their employers.) List every employer even if the employer did not issue an IRS W-2 form.

Employer's Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2022
<i>(Example) ABC's Auto Body Shop</i>	Yes	\$4,500
<i>Total Amount of Income Earned from Work</i>		\$

*If more space is required, attach a separate page.

E. Sign this Worksheet

By signing this worksheet, I (we) certify that all information reported on this worksheet is complete and correct. If student is a dependent, at least one parent must sign.

Warning: If you or anyone else purposely gives false or misleading information on this worksheet, you may be fined, sentenced to jail or both.

Student Signature

Date

Parent Signature

Date

DO NOT type or print signatures.