

Federal Student Aid Program Verification Worksheet for 2025-2026

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 <u>signed</u> copy of your 2023 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 <u>as soon as possible</u>.

What you must do:

- Complete all relevant sections of this worksheet below and sign below.
- Submit copies of your 2023 IRS W-2 Form, 1099's or other documents of earnings.
- Upload* or hand deliver the completed verification worksheet, earnings documentation and any other documents to Student Financial Services.
- 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.
- The information on the documents you submit will be compared to your FAFSA. Corrections will be made if necessary.

A. Stud	ent In	tormation
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Last Name	First Name	M.I.	 Soci	al Security Number or Student ID#
Address (includeapt. #)		City	State	ZIPCode
Date of Birth		Lindenwood E-mail Address	 Phone Number (include a	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, 2025, and June 30, 2026.
- 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, 2025, and June 30, 2026, 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
Example: Sally Sue	20	Sister
		Self/Student

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

C. Verification of 2023 Income Information for Student (and/or Spouse) Non-tax filers

- 1) Complete this section if the student (and/or spouse, if married) will not file and are not required to file a 2023 federal income tax return with the IRS.
 - O The student and spouse were not employed and had no income earned from work in 2023.
 - O The student and/or spouse were employed in 2023 and have listed below the names of all employers, the amount earned from each employer in 2023, and whether an IRS W-2 form, or an equivalent document is provided. (Provide copies of all 2023 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 2023
(Example) ABC's Auto Body Shop	Yes	\$4,500
Total Amount of Income Earn	ed from Work	\$

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

D. Verification of 2023 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 2023 federal income tax return with the IRS.

Check the box that applies:

- Neither parent was employed, and neither had income earned from work in 2023.
- One of both parents were employed in **2023** and have listed below the names of all employers, the amount earned from each employer in **2023**, and whether an IRS W-2 form, or an equivalent document is provided. (Provide copies of all **2023** 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 2023
(Example) ABC's Auto Body Shop	Yes	\$4,500
Total Amount of Inco	me Earned from Work	\$

^{*}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	•	

DO NOT type or print signatures.



Identity and Statement of Educational Purpose

(To Be Signed at the Institution)

The student <u>must appear in person</u> at Lindenwood University to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the <u>student must sign</u>, in the <u>presence</u> of the institutional official, the Statement of Educational Purpose provided below.

Statement of Educational Purpose

**THIS FORM CANNOT BE ACCEPTED FOR VERIFICATION PURPOSES IF NOT SIGNED BY A LINDENWOOD UNIVERSITY REPRESENTATIVE

LINDENWOOD UNIVERSITY REPRESENTATIVE PHONE NUMBER:



** PLEASE PROVIDE THIS FORM IF YOU ARE UNABLE TO APPEAR IN PERSON AT LINDENWOOD UNIVERSITY **

Identity and Statement of Educational Purpose (To Be Signed in the Presence of a Notary)

If the student is <u>unable to appear in person</u> at Lindenwood University to verify his or her identity, the student must provide to the institution:

- a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; <u>AND</u>
- b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

Statement of Educational Purpose

I certify that I	(Print Student's Name)	am the individual signing
	(Print Student's Name)	
this Statement of Educational Pu	urpose and that the federal student financial assist and to pay the cost of attending Lindenwood University	•
(Student's Signature)		(Date)
(Student's ID Number)		
	Notary's Certificate of Acknowledgeme	ent
State of	City/County of	
On , bet	fore me,	·
(Date)	fore me,(Notary's name)	
personally appeared,		, and proved to me
	(Printed name of signer)	
on the basis of satisfactory evide	ence of identification	
·		vernment-issued photo ID provided)
to be the above-named person v WITNESS my hand and official s (Seal)	who signed the foregoing instrument. seal	
, ,	Notary signature)	
My commission expires on		
	(Date)	