



333 Wartburg Place, Dubuque, Iowa 52003

Your application was selected by the U.S. Dept. of Education for review in a process called “verification.” In this process, I am required by law to compare the information from your application with the information provided on this form and with copies of your and spouse’s (if married) 2014 federal tax return. If there are differences between your application and the documents you’ve submitted, corrections may need to be made.

**I cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible.**

**What you should do:**

- o Complete this worksheet. **ALL SECTIONS MUST BE FILLED IN.** Write N/A (not applicable) or enter a zero if the field does not pertain to you. You and your spouse (if applicable) **MUST** sign the worksheet.
- o Send or take the completed worksheet, plus copies of your (if applicable) 2014 IRS Tax Return Transcript and 2014 W-2 forms (if applicable below) to the Financial Aid Office at Wartburg Theological Seminary

Name \_\_\_\_\_ Student SSN: \_\_\_\_\_  
 Last First MI

Address \_\_\_\_\_  
 Street Apt. no. City State Zip

Date of birth \_\_\_\_\_ Daytime phone (include area code) \_\_\_\_\_

**FAMILY INFORMATION**

List the people in your household and include:

- 1) Yourself and your spouse, if married.
- 2) Your children, if you will provide more than half of their support from July 1, 2015 through June 30, 2016.
- 3) Other people if they now live with you, and you provided, and will continue to provide, more than half of their support from July 1, 2015 through June 30, 2016, and are **claimed as exemptions on your federal income tax form.**

Write the names of **all** household members, beginning with yourself. **Also** write in the name of the college for any household member who will be attending college at least half time between July 1, 2015 and June 30, 2016 and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

FULL NAME	AGE	RELATIONSHIP	COLLEGE/UNIVERSITY
		self	Wartburg Theological Seminary

**Income Information**

1. Check only one box below. A 2014 Tax Return Transcript can be obtained online at [www.irs.gov](http://www.irs.gov) or by calling 1-800-908-9946.

Check here if you used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2014 IRS income information into the FAFSA. YOU DO NOT NEED TO PROVIDE A COPY OF A 2013 IRS TAX RETURN TRANSCRIPT.

Check here if you are attaching a copy of your 2014 IRS Tax Return Transcript. (A paper copy of your federal 1040 form is not acceptable documentation.)

Check here if you will not file and are not required to file a 2014 federal income tax return.

2. If you did not file and are not required to file a 2014 federal income tax return, list below your employer(s) and any income received in 2014. Please submit copies of any W-2 forms or other earnings statements.

<u>Source</u>	<u>2014 Income</u>

**Child Support Paid**

If you paid child support because of divorce or separation during the calendar year 2014, fill out the form below. (Do not include support for children included in household size)

<u>NAME OF WHOM CHILD SUPPORT WAS PAID TO</u>	<u>NAME OF CHILD PAYING SUPPORT FOR</u>	<u>AMOUNT OF CHILD SUPPORT PAID</u>

**Supplemental Nutrition Assistance (Food Stamps)**

I, or another person in my household, received Supplemental Nutrition Assistance (food stamps) in 2014.

If so, YOU MUST PROVIDE a statement or documentation from the agency, verifying that food stamps were received and return it with this form.

I did **not** receive any Supplemental Nutrition Assistance (food stamps) in 2014.

Be sure all items listed below are completed and checked off before submission.

- A value has been entered for every blank
- Student and spouse have signed the Verification Worksheet
- A copy of all W-2's if student and/or spouse did not file taxes

**SIGN THIS WORKSHEET**

By signing, I (we) certify that all the information reported on this worksheet is complete and correct. Warning: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

Spouse signature \_\_\_\_\_ Date \_\_\_\_\_

**Paperwork Reduction Act and Privacy Act Statement** The following information is provided to comply with the Privacy Act of 1974 (P.L 93-579). The information requested on the form is required under various provisions of title 15 U.S. C. 1601, 12 CFR 205 and 31 CFR 202, for the purpose of providing authority to Wartburg Theological Seminary to designate financial institutions to collect payments, by electronic means, from your account. The information will be used for identification with the records of the government agency and the financial institution to direct your payments to the point you authorize. No deduction may be made unless a signed authorization form is received. Failure to furnish this information may delay or prevent the collection of these payments through the Automated Clearing House System.