

D. Tax Filing Status and Income Information

STUDENT:		SPOUSE (if married):	
1) Check one of the following		2) Check one of the following	
<input type="checkbox"/>	I filed a 2021 Federal Tax Return and used the Data Retrieval Tool (DRT)	<input type="checkbox"/>	My spouse filed a 2021 Federal Tax Return and used the Data Retrieval Tool (DRT)
<input type="checkbox"/>	I filed a 2021 Federal Tax Return and DID NOT use the DRT *	<input type="checkbox"/>	My spouse filed a 2021 Federal Tax Return and DID NOT use the DRT *
<input type="checkbox"/>	I was not employed and had no earned income in 2021 and did not file a 2021 Federal Tax Return.**	<input type="checkbox"/>	My spouse was not employed and had no earned income in 2021 and did not file a 2021 Federal Tax Return.**
<input type="checkbox"/>	I did not file a 2021 Federal Tax Return but did work and/or have earned income and have included W-2(s) and listed income below. ** Income: \$ _____	<input type="checkbox"/>	My spouse did not file a 2021 Federal Tax Return but did work and/or have earned income and have included W-2(s) and listed income below. ** Income: \$ _____

***All tax filers must submit a 2021 Federal Tax Return Transcript or use the IRS Data Retrieval Tool within the FAFSA.**

The easiest way is going online and filling out the electronic form at www.irs.gov under 'Tools' select/click 'Get a Tax Transcript' then under item '3' select the electronic form. Or telephone 1-800-908-9946, this may take longer.

****Student/Spouse that didn't file a 2021 federal tax return must submit a Verification of Non-Filing Letter from the IRS.**

The easiest way is going online and filling out the electronic form at www.irs.gov under 'Tools' select/click 'Get a Tax Transcript' then select to 'Get transcript online'. You can also complete the Form 4506-T and send it in to the IRS to request this.

E. Certification and Signatures

By signing this form, I affirm that all information on this form and any attachments are complete and accurate to the best of my knowledge. If requested, I agree to provide documentation to support the information I have provided on this form. I understand that if I purposely give false or misleading information on this worksheet it may be cause for denial, reduction, withdrawal, and/or repayment of financial aid, and I may be subject to a fine, imprisonment or both, under provisions of the United States Criminal Code.

Student Signature

Date

Spouses Signature (if applicable)

Date

*Submit this worksheet to:
 Lourdes Financial Aid Office
 6832 Convent Blvd. Sylvania, Ohio 43560
 Phone: 419-824-3732 Fax: 419-517-8921
 Email: financialservices@lourdes.edu*

2023-24 Verification Worksheet

For the V4 Verification, students may omit sections B, C, & D.

F. High School Completion Status

Provide **one** of the following documents that indicate the student's high school completion status when the student will begin college in 2023-2024:

- A copy of the student's high school diploma.
- A copy of the student's final official high school transcript that shows the date when the diploma was awarded.
- A copy of the student's General Educational Development (GED) certificate or GED transcript.
- An academic transcript that indicates the student successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.
- If State law requires a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a copy of that credential.
- If State law does not require a homeschooled student to obtain a secondary school completion credential for homeschool (other than a high school diploma or its recognized equivalent), a transcript or the equivalent, signed by the student's parent or guardian, that lists the secondary school courses the student completed and documents the successful completion of a secondary school education in a homeschool setting.

If the student is unable to obtain the documentation listed above, he or she must contact the financial aid office.

Student Name _____ Lourdes ID _____

G. Identity and Statement of Educational Purpose (To Be Signed at the Institution)

The student must appear in person at Lourdes University to verify his or her identity by presenting 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 with the date it was received and the name of the official at the institution authorized to collect the student's ID.

In addition, the student must sign, in the presence of the institutional official, the following: 

Statement of Educational Purpose

I certify that I _____ am the individual signing this

(Print Student's Name)

Statement of Educational Purpose and that the federal student financial assistance

I may receive will only be used for educational purposes and to pay the cost of attending

Lourdes University for 2023-2024.

(Student's Signature)

(Date)

(Student's ID Number)