

2018 Application Data Verification Form and Checklist

Minnesota Teacher Shortage Student Loan Repayment Program

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| SECTION 1: APPLICANT INFORMATION | | |
| Name | | |
| Address | | |
| City | State | ZIP Code |
| File Folder Number (Listed on Educator's License) | Phone Number | |
| SECTION 2: APPLICANT CERTIFICATION (check boxes) | | |
| <input type="checkbox"/> I certify that the information provided on and attached to these forms are true and correct and I promise to provide additional documentation if requested. | | |
| <input type="checkbox"/> I understand the information provided on these forms is used to establish eligibility for the Minnesota Teacher Shortage Loan Repayment program | | |
| <input type="checkbox"/> I understand if I give false or misleading information on these forms, I may: | | |
| <ul style="list-style-type: none"> • have my teaching license suspended or revoked under Minnesota Statutes section 122A.20; or • be disciplined by my employing school district; or • be required to repay the total amount of the loan repayment I have received under this program, plus interest at a rate established under section Minnesota Statutes 270C.40. | | |
| Applicant Signature | Date (month, day, year) | |
| SECTION 3: APPLICATION DATA VERIFICATION PACKET CHECKLIST | | |
| Please ensure the following forms are completed and returned to the Minnesota Office of Higher Education prior to the application verification deadline of August 31, 2018 : | | |
| <input type="checkbox"/> Employment Verification Form (included with this document) <ul style="list-style-type: none"> • Section 1 completed and signed by APPLICANT • Section 2 completed and signed by EMPLOYER | | |
| <input type="checkbox"/> Qualified Education Debt Verification <ul style="list-style-type: none"> • Submit copies of all current qualified student loan statements to verify the total qualified student loan debt listed on original application | | |
| <input type="checkbox"/> Copy of 2017 Federal Income Tax Form 1040, 1040A, or 1040EZ <ul style="list-style-type: none"> • Do NOT submit your entire tax return packet • Include your 2017 W2s and other income/wage documents • If married and filing <i>jointly</i>, provide any tax forms that would indicate additional income (example: personal business, rental property) • If married and filing <i>separately</i>, submit both your and your spouse's tax forms • If applicant has <i>not filed yet</i>, provide copy of Extension Form 4868, W2s, and other income/wage documents | | |
| <input type="checkbox"/> Federal W-9 Form <ul style="list-style-type: none"> • If you have not previously completed a Federal W-9 for purposes of this program and are selected for an award, this form is <i>required</i> by the State of Minnesota in order for you to receive a payment. | | |
| Mail: MN Office of Higher Education/TSLRP, 1450 Energy Park Drive, Suite 350, St. Paul, Minnesota 55108 Fax: (651) 797-1636 ATTN: TSLRP | | |

2018 Employment Verification Form

Minnesota Teacher Shortage Student Loan Repayment Program

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| SECTION 1: APPLICANT RELEASE of INFORMATION | | | |
| Name | | | |
| Address | | | |
| City | | State | ZIP Code |
| School Name | | School District Name & Number | |
| I authorize the above named school or school district to provide employment information requested by the Minnesota Office of Higher Education in conjunction with the Teacher Shortage Loan Repayment Program | | | |
| Applicant Signature | | Date (month, day, year) | |
| SECTION 2: EMPLOYER | | | |
| The above named employee has applied for the Teacher Shortage Loan Repayment Program. Please complete the following section regarding the applicant's employment dates, school, and teaching assignment during the 2017-2018 academic year. *Then, return the completed form to the applicant/employee. | | | |
| School Name | | School District Name & Number | |
| During 2017-2018 academic year, applicant was <u>fully</u> licensed (e.g. not providing classroom instruction using a Variance and/or Special Permission) by the Minnesota Professional Educator Licensing and Standards Board (PELSB) and employed by a MN school district. | | | |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| List all license titles and numbers for which applicant was fully licensed and provided classroom instruction: | | Check all boxes that correspond for when applicant provided classroom instruction: | |
| | | <input type="checkbox"/> Fall '17 <input type="checkbox"/> Spring '18 <input type="checkbox"/> Summer '18 | |
| | | <input type="checkbox"/> Fall '17 <input type="checkbox"/> Spring '18 <input type="checkbox"/> Summer '18 | |
| | | <input type="checkbox"/> Fall '17 <input type="checkbox"/> Spring '18 <input type="checkbox"/> Summer '18 | |
| | | <input type="checkbox"/> Fall '17 <input type="checkbox"/> Spring '18 <input type="checkbox"/> Summer '18 | |
| | | <input type="checkbox"/> Fall '17 <input type="checkbox"/> Spring '18 <input type="checkbox"/> Summer '18 | |
| | | <input type="checkbox"/> Fall '17 <input type="checkbox"/> Spring '18 <input type="checkbox"/> Summer '18 | |
| I certify the information provided above is true and complete to the best of my knowledge. | | | |
| Signature of Authorized Official (designated by school or district) | | Date (month, day, year) | |
| Print Name | | Title | |
| Email Address | | Telephone Number | |
| Mail: MN Office of Higher Education/TSLRP, 1450 Energy Park Drive, Suite 350, St. Paul, Minnesota 55108 Fax: (651) 797-1636 ATTN: TSLRP | | | |

2018 Qualified Education Debt Verification Minnesota Teacher Shortage Student Loan Repayment Program

SECTION 1: APPLICANT

Name:

SECTION 2: QUALIFIED STUDENT LOAN INFORMATION

ATTACH to this form the most current statements for all **qualified student loans**

A **Qualified Student Loan** is a government, commercial, or foundation loan for actual costs paid for tuition and reasonable educational and living expenses related to a teacher's preparation or further education. This includes:

- Direct/Stafford Subsidized and Unsubsidized Loans
- Federal Family Education Loan (FFEL) Program Loans
- Federal Perkins Loans
- Minnesota SELF Loans
- Other federal or state student loans
- Private or commercial student loans
- Consolidation loan that combined federal and/or private student loans

Parent PLUS loans made under the FFEL and Direct programs to parents of dependent undergraduate students and Federal Consolidation Loans and Direct Consolidation Loans that repaid a parent PLUS loan are **disqualified**.

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