

# 2020-21 Augsburg University Financial Aid Document Description

**[Augsburg Verification Form](#)** – You will be asked to submit this form if you have been selected by the Department of Education for Verification.

**[Verification of Non-Tax Filing](#)** - You will need to collect proof of your non-filing status from the IRS. You can retrieve this through the IRS website at [www.irs.gov](http://www.irs.gov) or by completing and mailing form 4506-T, check box 7.

***FAFSA*** – Visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to complete, sign (with your pin), and submit your FAFSA.

***FAFSA Signature Page*** – Students and parents can visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to electronically sign the FAFSA with their FSA ID. Visit <https://fsaid.ed.gov> to apply for or set up your ID. If you are unable to do this, you can pick up a FAFSA Signature Page from the Enrollment Center, and provide your physical signature.

***Federal Tax Return Transcript*** – You can resubmit your FAFSA using the IRS Data Retrieval Tool. If you are unable to use the IRS Data Retrieval Tool, you will need to provide a paper copy of your Federal Tax Return Transcript. Visit [www.irs.gov/transcript](http://www.irs.gov/transcript) for a real-time or emailed PDF, or call 1.800.908.9946 to request a tax return transcript.

***MN State Grant Online Questionnaire*** – You may have been prompted to complete this during the FAFSA process. In case you missed the link, you can visit [https://www.ohe.state.mn.us/ssl/fafsa\\_quest/](https://www.ohe.state.mn.us/ssl/fafsa_quest/) to complete the MN State Grant Questionnaire.

***MPN (Grad Plus Loan)*** – Visit [www.studentloans.gov](http://www.studentloans.gov) to complete the Master Promissory Note for your Grad Plus loan. Students will be asked to complete this annually.

***MPN (Plus Loan)*** – Parents will visit [www.studentloans.gov](http://www.studentloans.gov) to complete the Master Promissory Note for your Parent Plus loan. Parents will be asked to complete this annually.

***MPN (Stafford Loan)*** – Visit [www.studentloans.gov](http://www.studentloans.gov) to complete the Master Promissory Note for your Stafford loans. You will have to complete this before taking out loans while at Augsburg (must be completed once for every college/university you attend).

***Proof of Citizenship*** – Stop by the Enrollment Center with your US birth certificate, passport, Certificate of Citizenship, or Certificate of Naturalization. Alternatively, if you are not able to bring your document to our office in person, please mail a notarized copy with the citizenship affidavit form.

## **Augsburg University Student Financial Services**

Campus Box #309 2211 Riverside Avenue Minneapolis MN 55454  
Tel. 612.330-1046 Fax 612.330.1308 • [www.augsburg.edu/studentfinancial](http://www.augsburg.edu/studentfinancial)

**Register with Selective Service** – All male students between the ages of 18-26 must register with Selective Service to be eligible for Federal Aid. You may have been prompted to complete this during the FAFSA process. If you missed the link, you can visit [www.sss.gov](http://www.sss.gov) to register or obtain proof of registration.

**Social Security Card and Birthdate** – Stop by the Enrollment Center with your Social Security Card and a state ID indicating date of birth.

**Stafford Entrance Counseling** – visit [www.studentloans.gov](http://www.studentloans.gov) to complete entrance counseling, typically a 30 minute process.

**Tax Extension** – If your family filed a tax extension and completed the FAFSA with estimated figures (intending to complete with accurate information once taxes have been filed), we need a copy of the tax extension form (typically IRS Form 4868).

**TEACH Grant Agreement to Serve** – Students who receive the TEACH Grant must complete this annually. Visit [www.teach-ats.ed.gov](http://www.teach-ats.ed.gov) for more information.

**Update WILL FILE Taxes on FAFSA** – In order to finalize financial aid taxes need to be filed. If you and/or your parent (dependent students) have now filed taxes, please log into the FAFSA, mark the taxes as already completed and resubmit the FAFSA.

**W2** – We may ask to see W2(s) from you, your spouse, or your parent (dependent students). If you do not have one, contact our office ([studentfinances@augsborg.edu](mailto:studentfinances@augsborg.edu), 612.330.1046).

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