



Iowa Student Loan Teacher Education Loan Forgiveness Program
Annual Confirmation of Full-Time Employment in a Subject Shortage Area in Iowa

This is not an application for a loan.

The information and certifications you are asked to provide on this confirmation form are required in order to process the Iowa Student Loan Teacher Education Loan Forgiveness Program benefit for which you were previously approved.

Please return your completed form to:

Iowa Student Loan, Attn: Loan Forgiveness Program Administrator
6775 Vista Drive, West Des Moines, IA 50266-9305.

Part I - To Be Completed by the Full-Time Classroom Teacher

Please Print.

Last Name First MI

Iowa Student Loan or Aspire Servicing Center Account Number

Current Mailing Address: Street City State ZIP

Current Phone Number Alternate Phone Number

College/University from Which You Graduated

If still enrolled in a degree or endorsement program, list college attending and expected completion date.

Part II - Certification by the Full-Time Classroom Teacher

Please check the academic year for which you are currently or have taught full time in a subject shortage area in Iowa:

- 2015 - 2016 2014 - 2015 2013 - 2014 2012 - 2013 Other:

I certify that for the academic year checked above that I am (or was) employed full-time (as defined on my teaching contract).

If you teach in more than one school, full time is based on the combination of all of your qualifying employment. You must be full time for the entire academic year; no partial forgiveness will be offered for teaching less than an academic year as defined in Part IV of this form.

During the current or past academic year indicated above, I have taught full time in the following shortage area(s):

- K-12 English Language Learners, K-12 Talented and Gifted, K-8 or 5-12 or K-12 School Media Specialist, K-8 or 5-12 Counselor, K-8 or 5-12 Music, 5-12 Science (all), 5-12 Mathematics, 5-12 Industrial Technology, K-12 Foreign Languages, 5-12 Family and Consumer Science, 5-12 Agriculture, K-8 or 5-12 Instructional Strategist I, K-12 Instructional Strategist II LD-BD, K-12 Instructional Strategist II MD, K-12 Instructional Strategist II PD, Pk-K Early Childhood Special Education, Birth to 21 Itinerant Hearing Impaired, Birth to 21 Itinerant Visually Impaired

My current shortage area is not shown here. (I will contact Iowa Student Loan to confirm eligibility.)

My signature also authorizes Iowa Student Loan to contact my employer and former college/university if necessary to verify the accuracy of the information that I have provided on this confirmation.

Signature: Date:

Part III – Certification by the Chief Administrative Officer

Before completing this section, please review the information supplied by the applicant in Part I and Part II and review the definitions listed in Part IV. Please return the completed application to the applicant.

I certify, to the best of my knowledge and belief, that the applicant has met the teaching service requirements for loan forgiveness as specified in Part II of this form. In addition, I certify that, during the period for which the applicant is seeking forgiveness, the applicant was a **teacher** as defined in Part IV of this form and is teaching or taught full time for the _____ **academic year**.

Printed Name and Title of Chief Administrative Officer _____

School Building Name _____ **County** _____

School Address (Street, City, State, ZIP) _____

School Phone Number _____

Chief Administrative Officer's Signature _____ **Date** _____

Part IV – Definitions

The **chief administrative officer** is the official in your school (such as a principal or an assistant principal) who is responsible for supervising your employment as a teacher and who has access to records relating to your experience and qualifications for teaching. The chief administrative officer is not your school's or district's human resources manager.

A **teacher** is a person who provides direct classroom teaching or classroom-type teaching in a non-classroom setting, including special education teachers, in an approved subject shortage area.

Full time means the standard used by a state in defining full-time employment as a teacher. If you teach in more than one school, full time is based on the combination of all of your qualifying employment. You must be full time for the entire academic year; no partial forgiveness will be offered for teaching less than an academic year as defined below.

An **academic year** is:

- One complete school year at the same school.
- Two complete and consecutive half years at different schools.
- Two complete and consecutive half years from different school years at either the same school or different schools.

Half years exclude summer sessions and generally fall within a 12-month period. For schools that have a year-round program of instruction, a minimum of nine months is considered an academic year.

Part V – Taxes

Approved applicants who receive loan forgiveness benefits from Iowa Student Loan will be issued an IRS Form 1099-C or Form 1099-MISC. Applicants should consult a tax professional to understand any tax implications associated with the loan forgiveness amounts that are received.