



Rosters and Statistics
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«TITLE» «FIRST_NAME» «LAST_NAME»
«ADDRESS1»
«ADDRESS2»
«CITY», «STATE» «Zip»
«COUNTRY»

Dear «TITLE» «First_Name» «Last_Name»:

The LCMS Rosters and Statistics and School Ministry offices are pleased to announce major enhancements to the Church Worker Update (CWU; www.cwu.lcms.org) website. While you may have logged in last year to update your personal and professional information, the forms have drastically changed to accommodate all Commissioned Ministers and also to address the discontinuation of the Lutheran School Portal Lutheran Educator Information Form (LEIF).

As a Commissioned church worker, at any time throughout the year you are now able to:

- Complete Sections and Questions Designed for All Commissioned Minister Classifications
- Update Information Previously Only Found in the Lutheran Educator Information Form (LEIF)
- Ensure that Your Information on Record is Up-To-Date So That Your Profile on the Commissioned Minister Information Form (CMIF) is Accurate for Searching and Calling Bodies

Using the login information below and the password you received from Rosters or created when you first logged in, remember at a minimum to check your basic demographic information and provide updates by July 1st, 2016 to ensure your record is printed correctly in the *2017 Lutheran Annual*.

**Website: <http://cwu.lcms.org/>
Church Worker ID Number: «CW_ID»**

Please note, for Commissioned Teachers, the newly enhanced CWU replaces the Lutheran School Portal LEIF process, which will be **decommissioned on June 30th, 2016**. None of your LEIF information will be transferred to the CWU system, but there is still time to access your LEIF and transfer information to the CWU site.

With the release of this updated online version, the annual mailing of paper forms has been eliminated except in cases where an individual has no internet access.

If you have lost or forgotten your login information, please follow the online helps at <https://cwu.lcms.org/>. You may also contact the Rosters and Statistics office at 888-843-5267 or rosters.stats@lcms.org.

Blessings,

A handwritten signature in black ink, appearing to read "D. Scott Kostencki".

D. Scott Kostencki
Director, LCMS Rosters and Statistics