

GUIDELINES FOR THE TUITION ASSISTANCE FUND

The Tuition Assistance Fund has been created to help parents pay tuition and keep their children in our schools. Each year the Church of the Assumption and the Hanson-St. John Foundation set aside a certain amount of money for this fund. The guidelines and application process are detailed below. This procedure has been set to ensure an efficient response to all applications. Further inquiries into financial assistance are directed to: Bookkeeping Office, St. John-Hanson Schools, 924 Main Street, Franklin, La. 70538 (telephone # 337-828-7890). Applicants to the Tuition Assistance Fund are not to call the rectory or the principals' offices.

GUIDELINES

- Tuition assistance is based upon financial need only; there are no academic or athletic scholarships through the Tuition Assistance Fund. Since the **funds are limited**, not all applicants who show need will be granted assistance.
- Once **need** is determined and assistance is **granted**, the family will receive a reduction in tuition of at least \$600.00 and maximum of 50% have been set to ensure a positive financial impact for the families in most need.
- All parents granted tuition assistance are required to donate at least **20** hours of service to the schools.
- The assistance granted is for one year only and you must reapply annually.

WHO SHOULD CONSIDER APPLYING?

If your household income is close to the amounts on the Income Chart below, you may qualify for assistance. Assistance cannot be guaranteed.

Household Size	Gross Annual Income	Gross Monthly Income	Gross Weekly Income
2	\$25,000	\$2,083	\$481
3	\$35,000	\$2916	\$673
4	\$50,000	\$4167	\$962
5	\$60,000	\$5000	\$1154
6	\$70000	\$5833	\$1346

WHAT MUST BE CONSIDERED INCOME?

EARNINGS FROM WORK INCLUDE:

1. Wages/Salaries/Tips
2. Unemployment Compensation
3. Worker's Compensation
4. Severance Pay
5. Self-employment Income
6. Day Care/Business/Farm

PENSIONS AND RETIREMENT:

1. Pensions
2. Retirement Income
3. Social Security Payments
4. Supplemental Security
5. Veteran's Income

CHILD SUPPORT AND ALIMONY:

1. Child Support
2. Alimony
3. Welfare and Other Public Assistance

OTHER INCOME:

1. Investment Income
2. Rental Income/Royalties
3. Disability Income/Cash
4. Regular Contributions from Others

NOTE: In the event of a financial emergency during the school year, please contact the bookkeeping office only.

APPLICATION PROCESS:

In order for your application to be considered for tuition assistance, your child must be a registered student in PreK-12 for the academic year 2012-2013 **AND** the following information must be turned in to the bookkeeping office no later than **April 15, 2012**. Parents bear the responsibility to ensure all documents are included and complete at the time of filing.

1. School and Student Services for Financial Aid Application
(The application cannot be processed unless completely filled in, signed and dated.)
2. Copies of all W-2s for the calendar year.
3. A copy of the original, signed and filed federal and state tax return for both parents and all children in the family.
4. Copies of Educational Trust Documents/Statements for anyone in the family, even if the proceeds are reinvested and regardless of who established the Trust.
5. A check or money order, made payable to SSSFA for \$47.00.
6. Business/Farm Statement (if applicable)
7. Financial Statement for Noncustodial Parent (if applicable)

NOTE:

Applications received after April 15th will be placed on a waiting list. These applications will be considered only if funds are available. **LATE APPLICATIONS ARE NOT GUARANTEED REVIEW.**

DO NOT MAIL DIRECTLY TO SSSFA

Mail or bring the completed application to:

St. John-Hanson Schools
Bookkeeping Office
924 Main St.
Franklin, La. 70538