

# 2023-2024 TUITION ASSISTANCE GUIDELINES

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Many people may think a private Christian education is out of reach; however, Faith Christian School (FCS) has opportunities to help make it possible. The Tuition Assistance program is one of those opportunities. For many years FCS has helped families afford Christ-centered education who otherwise could not.

## Who can apply for Tuition Assistance?

- Families who have completed the enrollment process may apply for Tuition Assistance for their students that do NOT qualify for the Wisconsin Parental Choice Program.
- The tuition assistance program is designed to help families with the greatest financial need: the general expectation is that a family is encouraged to apply for tuition assistance if the total tuition cost for all enrolled students meets or exceeds 25% of the gross household income.

## How much tuition assistance is available?

Tuition assistance awards are based on a family's need, applicant pool, and school budget. The maximum amount of Tuition Assistance awarded to a family is 50%. Submitting an application for tuition assistance does not guarantee that a family will be eligible to receive an award. Late applicants are NOT guaranteed awards and are subject to fund availability.

## How do you determine eligibility for Tuition Assistance?

Tuition Assistance is need based. We partner with FACTS Management, a 3<sup>rd</sup> party company, who provides us with a "need review" for each family. The "need review" is based on income, expenses, and family assets and includes an expected family contribution toward tuition. Applications must be completed (all supporting documentation provided to FACTS) in order to be eligible for Tuition Assistance. Those who qualify for the Wisconsin Parental Choice Program are NOT eligible for Tuition Assistance.

## What is the process for applying for financial aid?

1. Apply for WPCP (Wisconsin Parental Choice Program) if eligible. (deadline April 20th, 2023)
2. Submit application and ALL supporting documents to FACTS. (deadline May 22nd, 2023)
3. Allow 2 weeks for FACTS to provide us with your need analysis.
4. The Financial Committee and Board of Directors review and approval.
5. Communication of Tuition Assistance Awards will be sent out by the end of June.
6. Acceptance of Awards & tuition agreement finalization

## What are the required supporting documents?

1. All 2022 W-2's are required for both the applicant and co-applicant.
2. 2021 and/or 2022 Federal Tax Return (1040) for both the applicant and co-applicant
  - Schedule C or C-EZ (Business Income), if applicable
  - Schedule D (Capital Gains), if applicable
  - Schedule E (Supplemental Income), if applicable
  - Schedule K1 (Form 1065), if applicable
  - Form 1120 (S Corporation), if applicable
  - Form 1065 (Partnership), if applicable
  - Form 8825 (Rental Real Estate of Partnership or S Corp), if applicable
3. If you do not file a tax return, you are required to provide legal documentation of all income received.

# TUITION ASSISTANCE GUIDELINES CONTINUED

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## What if I can not complete my Tuition Assistance application prior to the deadline?

If you are unable to submit a complete Tuition Assistance application prior to May 22, 2023. Please contact the Accounting Manager to May 22, 2023. Late applicants are NOT guaranteed awards and are subject to fund availability.

## Do I have to apply for Tuition Assistance each year?

Yes. Tuition Assistance is budgeted annually, which may change from year to year. FCS does not guarantee future award amounts.

## What if I have extenuating circumstances?

If your income has decreased, or if you have other unique financial circumstances that were not taken into consideration on your application, you can contact the Accounting Manager regarding the possibility of filing additional documentation. Extenuating circumstances will only be considered after you have filed the application and received an initial award.

## Other information:

- This year, FCS will pay the fee on behalf of a family who applies.
- Your information will be held in strict confidentiality.
- Faith Christian School reserves the right to alter, adjust or revoke any tuition assistance that was awarded based on inaccurate, false or incomplete information.

If you have any questions regarding Tuition Assistance, please contact Keri Schmidt:  
[business@faithchristianschool.org](mailto:business@faithchristianschool.org)