



## **Tuition Assistance Policies**

A Haverford School education is an investment in your child's future. It is also a significant financial commitment. The Haverford School understands this and is committed to making its educational opportunities available to students regardless of their family's financial resources.

### **Purpose**

The overriding purpose of the tuition assistance program at The Haverford School is to provide access to qualified students who would not be able to attend for financial reasons. The School is committed to socioeconomic, racial, ethnic, geographic, and religious diversity within its student body and seeks to provide access to the School for qualified students. The School supports an extensive need-based tuition assistance program. All grants are funded by the School. Athletic and academic scholarships and merit awards are not given at The Haverford School. Grants are made only to students who qualify for aid on the basis of financial need. The Haverford School adheres to the National Association of Independent Schools (NAIS) Principles of Good Practice for Financial Aid, approved in 2010.

Families must apply each year for tuition assistance. In order to be eligible, they must meet tuition assistance criteria established by the School and Student Service for Financial Aid, known as SSS, and by The Haverford School. Continued need must be demonstrated each year. It is the policy of the Tuition Assistance Committee to maintain grant funding consistently from year to year, always subject to current documented need and established criteria. However, since our tuition increases every year a recipient's contribution will increase proportionately.

### **Guidelines**

The Haverford School is committed to need-based tuition assistance (as explained in these policies) and is a member of the School and Student Service for Financial Aid (SSS), which assists independent schools in determining financial need. To determine the amount of tuition assistance that may be offered to an applicant, The Haverford School relies on the "SSS Estimated Family Contribution for Student" as calculated by SSS, as well as prior tax documents. All families are required to fill out this form. The Haverford School will not consider any request for tuition assistance until SSS has completed its calculations. The Parents' Financial Statement (PFS),

which is computed by SSS, is reviewed by The Haverford School's Tuition Assistance Committee and is used as a guideline to assist The Haverford School in making tuition assistance decisions. The PFS is used only as a guideline and is in no way binding on The Haverford School.

### **Parental responsibility**

The family is responsible for submitting the paperwork on time. The primary responsibility for financing a student's independent school education rests with the family. This noted, The Haverford School's tuition assistance program makes every effort to help all eligible applicants. Decisions are influenced by the availability of school resources, the number of qualified applicants, and overall budgetary constraints. At times, there have been insufficient funds to meet the needs of all accepted students who qualify for tuition assistance.

### **Need-blind admission**

The Haverford School does not use financial need as a consideration in determining a student's eligibility for admission. The admission and tuition assistance processes are separate and distinct. No decisions regarding tuition assistance are made until the child is accepted.

### **Standards of behavior and performance**

The School requires the same standards of behavior and academic performance from all its students.

### **Grades served**

Students in all grades are eligible for tuition assistance, although the majority of funds are allocated to eligible students in the upper grades.

### **Confidentiality**

The Haverford School safeguards the confidentiality of all financial information supplied by applicants and—consistent with this—does not publicly identify recipients of tuition assistance.

### **Priority for Tuition Assistance**

Priority for tuition assistance is given to families who meet the deadlines. It is important to maintain your account in good standing ("on time"). In order to be considered for assistance, you must complete the required paperwork on time. Failure to complete paperwork by the deadline could result in a reduction of the grant.

### **Tuition Assistance application process and timetable**

Families applying for admission indicate their intention to apply for tuition assistance on the application form. Returning students receiving tuition assistance are automatically emailed tuition assistance reminders.

Tuition assistance information is emailed in early December to all new applicants and current families who have receive aid.

Families applying for tuition assistance are responsible for reading all of the materials prior to completing tuition assistance forms.

Families of applicants for admission must be mindful that they do not wait for an admission decision before completing the process but complete both processes in tandem. All families, including new applicants and current Haverford families, must meet deadlines if they wish to be considered for tuition assistance.

### **Timetable**

**December:** Tuition assistance information is emailed to current tuition assistance families, current non-tuition assistance families wishing consideration, and those seeking admission to the School who indicated interest during the admission process. Parents begin assembling financial records.

**January 1:** Complete the Parents' Financial Statement (PFS) using The Haverford School SSS number 3754. Please submit your application online to SSS ([sss.nais.org](http://sss.nais.org)).

**March 15:** Deadline for all tax forms due to SSS in Randolph, Massachusetts to ensure consideration for tuition assistance.

### **Forms due include:**

1040 and W-2 and/or other applicable tax forms for the year just completed. Families requesting aid for the first time must also submit this information for the prior tax year as well.

Grants e-mailed (only if the Enrollment Contract and deposit have been received).

Any past due balances must be settled with the Business Office before a grant is received for the following year.

## **Tuition Assistance waiting pool**

While we strive to make a Haverford School education available to all remarkable boys, our tuition assistance funds are limited. Applicants who are accepted but whose financial needs cannot be met will be placed in a waiting pool. If funds become available, they will be awarded to qualified applicants.

## **Appeal process**

Families who are denied tuition assistance or who have questions about their grant, may make their concern known in writing only to the Tuition Assistance Committee, stating details that explain their concern. The letter must be specific and contain new information that was not in the original PFS. It is beneficial if the new information is quantified and documented. Only one appeal is allowed. Appeals must be sent in writing to the Admissions Office no later than May 1. Families who do not meet the deadlines waive their right to appeal. All Tuition Assistance Committee decisions are final. The Committee will not be able to review appeals until all initial grants are given. Please note that we are unable to meet with any third parties (i.e. accountants, lawyers, etc.) regarding your financial situation. All communication is between the tuition assistance office and the applicant.

## **Circumstances affecting parental contribution**

The following policies are designed to promote the fairest and most consistent division of available tuition assistance. The School adheres to the following policies unless special circumstances allow for deviation.

**Non-working parent:** To be fair and equitable, the School expects parents to contribute to tuition. If a parent makes the decision not to work, the School imputes an annual income for a non-working parent, after the youngest child in the family reaches kindergarten age.

**Divorced and separated parents:** In the case of a divorce or separation, the School requires both parents to file an application for tuition assistance. Both parents file a separate Parents' Financial Statement (PFS). All current tax returns and supporting documentation are required from both parents. The School is not bound by any divorce agreement specifying a parent's responsibility for education expenses. It is felt to be unfair for the School to subsidize a child's education if one of the parents is capable, but unwilling, to contribute to his/her child's tuition. Custodial and new spouses are responsible for tuition if the child is claimed as a dependent on the tax return. Please contact the Tuition Assistance Office for guidance in handling unusual circumstances.

**Legal guardianship:** In the case of a legal guardianship, the School looks first to the assets of the child, but may require a contribution from the guardian depending upon his/her financial status.

**College funds and student assets:** SSS takes these factors into account, dividing total student assets by the total number of years remaining in a child's education, including kindergarten through four years of college.

**Calculation of parental assets:** When determining a parent's ability to pay for tuition, we also consider home equity, supplemental income, payments to pension and retirement plans, discretionary spending, and lifestyle choices.