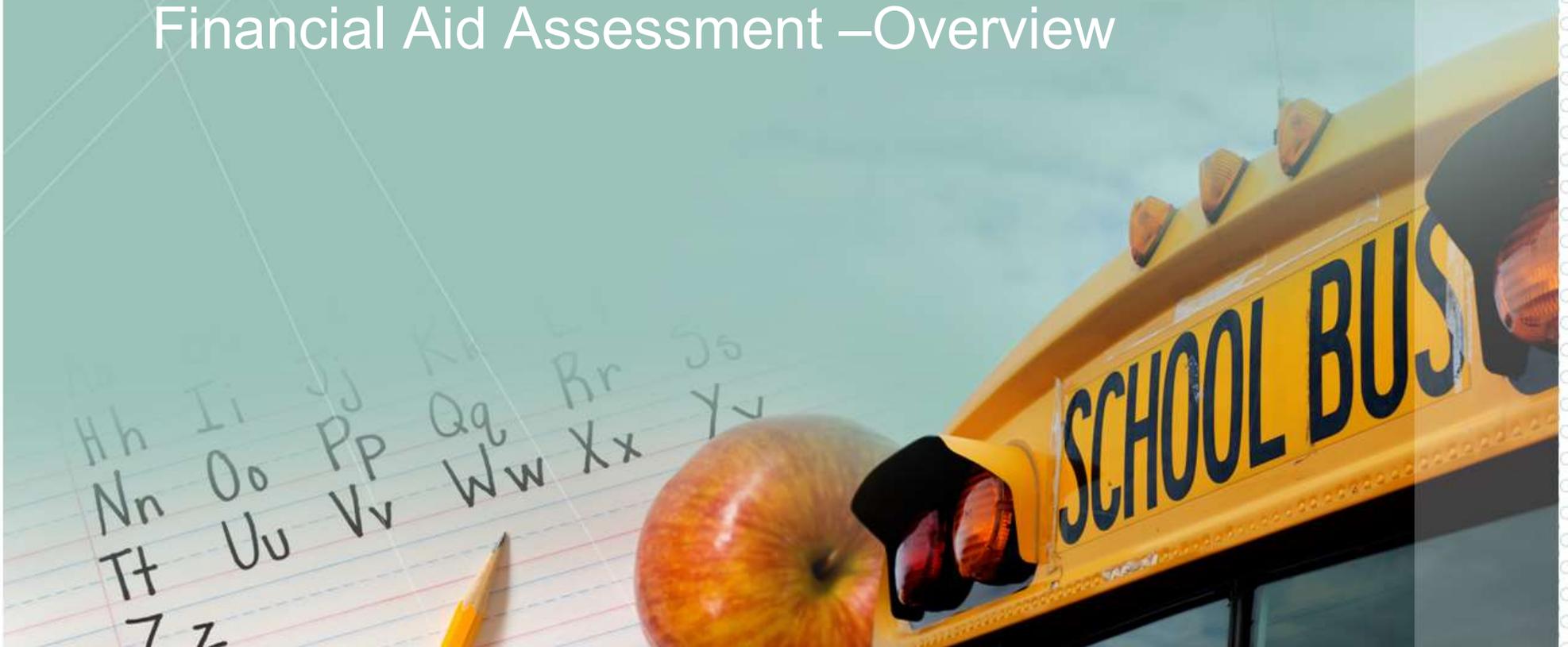


# TADS

*Serving schools and families*

## Financial Aid Assessment –Overview

TADS



# Welcome to the ISB Financial Aid Program for the 2022-2023 School Year

ISB partners with Tuition Aid Data Services (TADS) to conduct financial need assessments for families that may need assistance in paying tuition. The application process is fair and confidential. This program is entirely funded by ISB, and it offers limited financial assistance to families according to their need. Students entering Preschool through Grade 12 are eligible for aid.

TADS performs a calculation and produces a report which estimates how much the family can afford to spend on educating its children for the year. The difference between what the report says a family can afford and the cost of attending the school is called “need”.

**The application deadline for the 2022-2023 school year is Tuesday, February 15, 2022.** The online application plus all required supporting documents should be submitted to TADS by this deadline.

Please note that you should gather the required supporting documents before starting your application process.

This slideshow explains how to complete your online application step-by-step.

- Families should disclose all their financial information including foreign incomes and assets (in the US and abroad).
- For divorced or separated parents, both parents will be required to fill out separate applications. For families in which parents are remarried, the income of all members of the households will be taken into account.

TADS charges a processing fee of \$45.

If you require assistance or additional information, please contact Victor Ng, ISB Finance and Administration Manager, at 617-583-9212 or [vng@isbos.org](mailto:vng@isbos.org).



# Aid Assessment Application Process

- Visit [www.mytads.com](http://www.mytads.com) and click on 'Financial Aid Assessment' to begin
- Login or create a new account
- Select your school by clicking through the State/City/School dropdowns
- Complete your application
- Submit documentation to TADS
- TADS will contact you with requests for clarification or other required documentation

# Visit MyTads.com and click on 'Financial Aid Assessment'

The screenshot shows the MyTADS.com website interface. At the top, there is a browser address bar with 'mytads.com' and a search bar. The website logo 'myTADS' is visible on the left. On the right, there are links for 'TADS.com' and 'School Administrator Login'. The main content area features three large, colored buttons: a purple button for 'FA Financial Aid Assessment', a green button for 'TM Tuition Management', and an orange button for 'AE Admissions & Enrollment'. Each button has a 'Click to Log In' button next to it and a link for more information below it. At the bottom, there is contact information for TADS, including a fax number and a link to the website for more information.

myTADS

TADS.com | School Administrator Login

**FA** Financial Aid Assessment [Click to Log In](#)  
[+ Haga clic para obtener más información](#) | [+ Click here for more information](#)

**TM** Tuition Management [Click to Log In](#)  
[+ Click here for more information](#)

**AE** Admissions & Enrollment [Click to Log In](#)  
[+ Click here for more information](#)

TADS FAX NUMBER: 612-548-3326  
For more information on TADS [Tuition Management](#), [Financial Aid Assessment](#) and [Admissions & Enrollment](#) services, visit [tads.com](#).

If you have previously created an account through TADS, login using that same information. If this is your first time on the TADS site, click on the “Create a New Account” button.



Language

**Welcome!** You will need to sign in to your TADS account to continue. If this is your first visit, please start by [creating a new account](#).

## Sign In

Email

Password

[Forgot your password?](#)

Passwords are case-sensitive

Sign In

Create a New Account

Support

## Create Account

## Email

Your email address will be used as your login and for communications related to your account.

## Confirm Email

## Password

Six characters minimum. Passwords are case-sensitive.

## Password (again)

Enter your password again to make sure it was typed correctly.

## First Name

## Last Name

Enter your own name for your TADS login account.

## Birth Date

## Security Question

We'll use this to verify your identity if you ever need to contact us over the phone.

## Answer to the Security Question

# Select the School State...

The screenshot shows the TADS website interface. At the top left is the TADS logo with the tagline "tested & designed by schools". On the top right, there are links for "Parent1 Parent1" and "Sign Out", and a language dropdown menu currently set to "English". The main navigation bar includes "Home", "Admissions", "Enrollment", "Financial Aid" (which is highlighted), "Agreements", "Billing", "Required Documents", and "Support". Below the navigation bar, a breadcrumb trail reads "Home > Financial Aid > Financial Aid Applications". The main heading is "Apply for Financial Aid". A form field labeled "Select School's State" has a dropdown menu open, showing a list of US states from Alabama to Louisiana. The "Select ..." option is highlighted in blue. On the left side of the page, there is a vertical sidebar with a search icon and the text "11 Mid".

TADS tested & designed by schools

Parent1 Parent1 | Sign Out | English

Home Admissions Enrollment **Financial Aid** Agreements Billing Required Documents Support

Home > Financial Aid > Financial Aid Applications

### Apply for Financial Aid

Select School's State

- Select ...
- Select ...
- Alabama
- Alaska
- Arizona
- Arkansas
- California
- Colorado
- Connecticut
- District of Columbia
- Delaware
- Florida
- Georgia
- Hawaii
- Idaho
- Illinois
- Indiana
- Iowa
- Kansas
- Kentucky
- Louisiana

11 Mid

## Apply for Financial Aid

Select School's State

Minnesota

City

Select ...

Select ...

Albert Lea

Anoka

Arden Hills

Austin

Belle Plaine

Blaine

Bloomington

Brooklyn Ctr

Brooklyn Park

Buffalo

Burnsville

Chandler

Chanhassen

Chaska

Columbia Heights

Coon Rapids

Corcoran

Crookston

Crystal

Support

# ... and School name

## Apply for Financial Aid

Select School's State

Minnesota

City

Minneapolis

Select Your School

Select ...

Select ...

- Annunciation School
- City Of Lakes Waldorf School
- Cristo Rey Jesuit High School
- DeLaSalle High School
- Demo School
- Minneapolis Hockey Association
- Our Lady of Peace School
- Saint John Paul II Preparatory
- St. Helena School
- Treehouse Academy

Support

# Confirm the school year and click on the 'Start Application' button



Navigation icons: Home, Admissions, Enrollment, Financial Aid, Agreements, Billing, Required Documents, Support

Home Admissions Enrollment **Financial Aid** Agreements Billing Required Documents Support

Home > Financial Aid > Financial Aid Applications

## Apply for Financial Aid

Select School's State

Minnesota

City

Minneapolis

Select Your School

Demo School

Applying for school year **2022-2023**

I acknowledge that this application is for the school year listed above and that it is non-transferable to a different school year. If the school year listed above is not what you intend on applying for, please contact your school for information on applying to a different year.

Please note: The school/organization selected here cannot be changed until after your application has been submitted. Additional schools will be added later in the application.

To change this or any other school that you add to your application, simply contact TADS with your application reference number (provided after submission).

**Start Application**

Support

# Gather information you'll need to complete the application

## Before Starting Your Aid Application

Please have the following documentation accessible before you start.

**View the list of required supporting documents in the next slide.**

## Eligibility

If you have any specific eligibility requirements we can put them in here.

## Special Notes

Next step in this process is clicking the Admissions tab above.

## Deadline

Your school/organization has the deadline date(s) below. Your application will still be accepted by TADS after the posted deadline. You may want to contact your school directly for details on fund availability.

## Deadline Note

Application submitted after the deadline may or may not be considered based on fund availability

## TADS Worksheet

You can use the worksheet to familiarize yourself with the application before you begin. TADS cannot accept completed worksheets as your submitted application, please do not mail or fax them to us. To download the worksheet, click [here](#).



Click here to download the TADS Worksheet



## What information will I need for the application process?

**Before you begin your online financial aid application, you should have the following information in front of you:**

---

1. Payment form (credit card or checking account number)
2. Employment information for all parents and guardians, including:
  - Most recent pay stubs and W-2 forms
  - Actual gross income for each job during last year and estimated income for each job next year
3. Entire 1040 federal tax form (2021)
4. Any corporation, partnership or trust tax papers (1120, 1120S or 1065)
5. Monthly income, including:
  - Welfare
  - Social Security
  - Alimony
  - Food Stamps
  - Child Support
  - Other Income
6. Yearly income, including:
  - Interest and Dividends
  - Unemployment
  - Worker's Compensation
  - Other Income
7. Rent, renters' insurance, yearly energy expenses
8. Purchase price of home, additions, current market value of home, home loan amounts, mortgage payments, property tax, home insurance, rental income/expenses
9. Assets and expenses for real estate other than house; assets and debt for automobiles, recreational vehicles and boats
10. Checking, savings, cash, CDs, stocks, securities, bonds, mutual funds, yearly retirement fund contributions and total current values
11. Medical expenses and debt, day care expense, charitable giving
12. Miscellaneous debt including:
  - Credit Card
  - Loan Companies
  - Education
  - Bank Loans
  - Loans from friends or relatives
  - Other
13. Dependant earnings and savings

---

Your school reserves the right to ask for other information in addition to the above.

# Review deadline information to ensure you complete the application on time

## Before Starting Your Aid Application

Please have the following documentation accessible before you start.

## Eligibility

If you have any specific eligibility requirements we can put them in here.

## Special Notes

Next step in this process is clicking the Admissions tab above.

## Deadline

Your school/organization has the deadline date(s) below. Your application will still be accepted by TADS after the posted deadline. You may want to contact your school directly for details on fund availability.

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[Click here to download the TADS Worksheet](#)

# Special Notes:

\* **Financial Aid Application Deadline** for the 2022-2023 School Year: **Tuesday, February 15, 2022**

\* To complete the application online, you must either upload, fax or mail to TADS photocopies of all supporting documentation requested. Please do not send originals.

Please write on every document your TADS reference number that you receive when completing your online application.

If you send your documents via postal mail, you should do so by certified mail at the latest one week before the deadline for application, which is **2/15/2022**.

\* **The required application processing fee is \$45.**

If you do not enclose this fee with your application, TADS will not be able to process your application. Only completed applications will be reviewed by TADS and the International School of Boston. Please make checks payable to TADS or pay directly online when filling out the application form.

If you require assistance or additional information, please contact Victor Ng, Finance and Administration Manager, at 617-583-9212 or [vng@isbos.org](mailto:vng@isbos.org).

## Before Sta

Please have

- 2015 or
- Your util
- Rent or i
- Debt inf

If you wish, you may download and complete the TADS Worksheet – this worksheet will allow you to work through the application and enter the information easily online.

## Eligibility

If you have any specific eligibility requirements we can put them in here.

## Special Notes

Next step in this process is clicking the Admissions tab above.

## Deadline

Your school/organization has the deadline date(s) below. Your application will still be accepted by TADS after the posted deadline. You may want to contact your school directly for details on fund availability.

## Deadline Note

Application submitted after the deadline may or may not be considered based on fund availability

## TADS Worksheet

You can use the worksheet to familiarize yourself with the application before you begin. TADS cannot accept completed worksheets as your submitted application, please do not mail or fax them to us. To download the worksheet, click [here](#).



[Click here to download the TADS Worksheet](#)



**Completing the application online is easy, fast and secure.**  
**Visit <http://www.mytads.com/> to start the application.**

**go»**

**This is a worksheet to help you prepare to fill out the TADS Financial Aid Application and WILL NOT be accepted as an application.**

You will need the following supporting documentation before you begin:

- Most recently filed federal taxes
- Most Recent W-2's received by all Parents/Guardians listed on application
- Recent pay stubs of jobs that Parents/Guardians currently hold
- All documentation that establishes how much miscellaneous monthly or yearly income you currently receive (i.e. welfare, food stamps, unemployment, workers' compensation)
- All corporate, partnership and trust tax forms, if a Parent/Guardian owns 20% or more interest in a corporation or partnership or if any member of the household owns 20% or more interest in a trust
- Other documentation (recent utility bills, daycare expense, etc.,) may be required

### SECTION 3 List all jobs held by Parent(s)/Guardian(s) since January 1, 2021, even if no longer at this job

If a Parent/Guardian only received a Form 1099, enter that in Section 4.

**2. 2021 Wages, Tips, Other Compensation:** This value can be found in Box 1 of your 2021 W-2. If you do not have your 2021 W-2 yet, use the year-to-date total off of your last December 2021 paycheck. You may fax the W-2 in later as long as it is before the application deadline.

**3. 2022 Estimated Wages, Tips, Other Compensation for this job:** If you estimate that your 2022 income from a job will be lower than 2021 income, please attach an explanation of why you believe that will happen.

1. Employer Name

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2. 2021 Wages, Tips & Other Compensation

---

3. 2022 Estimated Wages, Tips, Other Compensation

---

### SECTION 4 List Business, Farm, Corporation, Partnership, Trust and Miscellaneous Income since January 1, 2021

Complete this section even if the business recently closed, or has just opened. Find your relevant tax form below and enter the corresponding line number values for each field on the application. For example: If you filed Form 1065 because you are involved in a Partnership, you should find 'Partnership - Form 1065' in the section below. You will then notice that there are two numbers, 1. and 2. Listed after each number is the action you need to take for that item. Continuing with the Partnership example, you would look at 1. and notice that it says 'Line 22'. Find Line 22 on the Partnership Form 1065 and enter that number into 1. 2021 Actual Net Profit on this application.

*Group 1: No additional fee is required if you submitted tax documentation to the federal government for the following group:*

- **Miscellaneous Income - Form 1099:** 1. Line 7, 2. Leave blank
- **Business Schedule C-1:** Line 31, 2. Line 32

*Group 2: An additional processing fee is required if you submitted tax documentation to the federal government for the following group:*

- **Corporation (Short Form) - Form 1120-A:** 1. Line 26, 2. Line 20c
- **Corporation - Form 1120:** 1. Line 20, 2. Line 20

1. 2021 Actual Net Profit

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2. 2021 Actual Depreciation

---

3. 2022 Estimated Net Profit

---

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## Deadline Note

Application submitted after the deadline may or may not be considered based on fund availability

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## TADS Worksheet

You can use the worksheet to familiarize yourself with the application before you begin. TADS cannot accept completed worksheets as your submitted application, please do not mail or fax them to us. To download the worksheet, click [here](#).



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## Frequently Asked Questions

### **How do I go back and make corrections?**

Before the final submission, you will have an opportunity to correct any mistakes or omissions you have made to this application.

### **Why won't it let me continue?**

Most likely there is an error that you need to correct. Please look for the errors and make the appropriate corrections.

### **Can I stop filling out this application and come back at a later time?**

Yes. If you have not completed the application, you will start where you left off the next time you log in to our system.

### **How can I get additional help?**

Please visit our help page [here](#).

Continue Application

# Use the top navigation bar to move around the application if needed

## Parent / Guardian #1 Information

Parent/Guardian can be a step-parent, a guardian, a foster family member, or a non-relatives parent who do not live in the household.

First Name	Last Name	Middle Initial
<input type="text"/>	<input type="text"/>	<input type="text"/>
Birth Date		
<input type="text"/>		
Format: MM/DD/YYYY		
Day Phone Number		
<input type="text"/>		

## Relationship to Dependents in Household (choose one or more)

<input type="checkbox"/> Parent	<input type="checkbox"/> Stepparent	<input type="checkbox"/> Guardian
<input type="checkbox"/> Family Member or Other		

## Work Status (choose one or more)

<input type="checkbox"/> Employed	<input type="checkbox"/> Unemployed	<input type="checkbox"/> Retired
<input type="checkbox"/> Self-Employed	<input type="checkbox"/> Student	<input type="checkbox"/> Homemaker
<input type="checkbox"/> Temporarily Disabled	<input type="checkbox"/> Permanently Disabled	

[Add Additional Parent/Guardian](#)

## 2. Household Address Information (This is currently where you reside.)

Street / Apt#	City	State
<input type="text"/>	<input type="text"/>	<input type="text" value="Select ..."/>
Zip	Home Phone	
<input type="text"/>	<input type="text"/>	

[Save and Continue](#) | [Previous Page](#) | [Save](#)

[View application progress](#)

# You may enter multiple schools within the application

Home

Parent/Guardian > Work > Income > Assets > Expenses > Misc > Schools > Dependents > School Selection > Scholarships > Other Questions > Review

## 22. Tuition Charging Schools (including Colleges and Universities)

This section allows you to enter in all tuition charging schools that your dependent(s) will most likely be attending during the Fall 2017 - Spring 2018 School Year. Do not list the same school more than once, even if several dependents are attending this school.

### School 1

Demo School

Minneapolis

Estimated total amount Parents/Guardians will pay for all students attending this school

\$

**School 1** is the school you chose at the beginning of this application and cannot be changed until after your application has been submitted. Please contact TADS with your application reference number (provided after submission) if this school needs to be adjusted.

### School 2

School Name

School City

This school is not a TADS client. By entering this school on your application, you are simply indicating that you have additional expenses and a child that attends this school. You are not able to apply for financial aid for this school with your current TADS application. Please contact your school for

Estimated total amount Parents/Guardians will pay for all students attending this school

\$

Add Additional School

Remove Last School

Save and Continue

Previous Page | Save

\* Use the **School ID 21004** for each dependent that plans to attend the **International School of Boston** for the 2022-2023 school year.

\* Use the **School ID 99999** to describe each dependent that will be attending any tuition charging school other than the International School of Boston during the 2022-2023 school year.

\* Enter the first five characters of the school name and first five characters of the School City as listed below.

**School Name: Inter**   **School City: CAMBR**   **School ID: 21004**



# Spanish version available

## 23. Información del dependiente

Un dependiente es un niño(a) o cualquier persona de la quien usted es responsable. Lo más probable es que vive en su hogar. Sin embargo, enumere en esta sección cualquier hijo(a) que asiste a la universidad o posiblemente los abuelos, si ellos están declarados como dependientes en su declaración de impuestos.

### Dependiente 1

Primer Nombre

Apellido

Inicial del Segundo Nombre

Fecha de Nacimiento

Formato: MM/DD/AAAA

Grado en el 2016-2017

Grado en el 2017-2018

Gastos Adicionales: transporte, libros, uniformes. (no incluya matrícula)

\$

Un menor en custodia (tutela del estado)?

Sí  No

¿Se aloja en la escuela y no en el hogar?

Sí  No

Planea regresar a la misma escuela del año anterior.

Sí  No

¿Asiste a la escuela solamente media jornada?

Sí  No

Días a la semana en la escuela

Añadir Dependientes Adicionales.

Guardar y Continuar

| [Página Anterior](#) | [Guardar](#)

 [Ver el progreso de la aplicación](#)



# Review and Payment

Home Admissions Enrollment **Financial Aid** Agreements Billing Required Documents Support

Parent/Guardian Work Income Assets Expenses Misc Schools Dependents School Selection Scholarships Other Questions **Review**

## Review

Please review your information.

1. Parent/Guardian Information
2. Work Information
3. Income, Rent, and Energy Information
4. Asset Information
5. Expenses
6. Miscellaneous
7. Tuition Charging Schools
8. Dependent Information
9. School Selection
10. Scholarships
11. Other Questions:  
    Demo School

## Household Composition

Please Enter the Number of Adults and Dependents in the Household

Number of Adults in the Household

Number of Dependents in the Household

I declare that the information on this form is, to the best of my knowledge, correct and complete. I authorize the transmittal of the submitted information to the schools listed on the application. I agree, if requested, to send additional information to support statements on this form. If there is an application fee you authorize TADS to process the payment and understand the payment is non-refundable.

Agree

Save and Continue

[View application progress](#)

Support

# TADS Header sheet- Confirmation of completion.

[View application](#)

Your online application has been submitted

TADS Reference Number: 1367236

**1234567**[Click here to print this page](#)

## Documentation

### Important!

You must upload (preferred method), fax, or mail the supporting documentation listed below. Please submit these documents to us as soon as possible. Please note: TADS will not process your application until the required documentation is received.

If mailing or faxing, **you must print and include this page**, along with your supporting documentation

You may cross out Social Security Numbers on all documentation.

### Required Documents

The school(s)/organization(s) you applied to require additional documents sent to TADS:

### Optional

A letter of special circumstance you would like to write.

### How do I send documents to TADS?

Upload (Preferred Method) Link (<https://secure.tads.com/Households/Documents/Upload.aspx>)

Fax: 612.548.3326

Mail: TADS

110 N 5th St. Second Floor  
Minneapolis, MN 55403

## Documents

- I would like to [upload a document](#).
- I would like to [view documents I have submitted](#).

Show/Hide Submitted Requirements

## Financial Aid Document Requirements (Fall 2017 - Spring 2018)

Support

## File Upload

Select the file to upload. Maximum size 30 megabytes (MB)

We accept the following file types:

- Portable Document Format (.pdf)
- Microsoft Word Documents (.doc, .docx, .rtf)
- Images (.bmp, .gif, .jpg, .png, .tif)

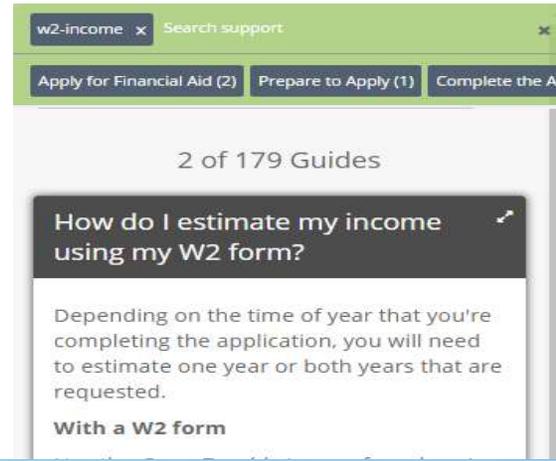
Documents uploaded may be available to schools you have applied to for verification.

No file chosen

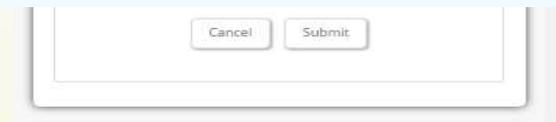
Once your application is complete, you can upload, fax or e-mail your supporting documentation

# TADS is here to help!

- Use the “Support” tab online



A light blue chat form with the TADS logo and the text "tested & designed by schools". Below the logo, it says "Welcome to our Live Chat" and "To better assist you, please provide the following information." There are three input fields: "Name", "Email", and "Question". A "Start Chat" button is located to the right of the "Question" field. At the bottom, there are "Cancel" and "Submit" buttons.



# Questions?

- Support hours are Monday-Friday, 8am to 6pm (Central Time).

Call 1-800-884-8237

- Email us at [support@tads.com](mailto:support@tads.com)

# TADS

*Serving schools and families*

## Financial Aid Assessment -Overview

TADS

