

## FACTS Management & How to Apply for Financial Assistance

St. Paul's uses a third party, FACTS Management, to collect and evaluate information for financial aid awards. FACTS requires families to create a separate login from our school information system, St. Paul's Connect. Current families applying for assistance should complete an application and submit documentation by December 31. The due date for new families is the following February 15. [Applicants can apply online here.](#)

### The following is required in order for FACTS to process the application:

- Completed [application](#), including a \$35 application fee
- Copies of most recent tax forms
- Copies of most recent W-2 forms for both parents
- Copies of supporting documentation for Social Security information, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF

If the parents are divorced or separated, both parents need to participate in the financial assistance application process.

### How is assistance determined?

- Typically, families are asked to pay a minimum of 50% of the total tuition and fees, including 10% of their calculated tuition as an enrollment deposit.
- Applicants are considered in order from the highest grade level to the lowest grade level (8th grade down to toddlers).
- Returning students, an enrolling sibling of a returning student, and children of faculty have first priority.
- The committee will award a specific dollar amount of assistance per child enrolled in the school.
- An award may be smaller than (and will not exceed) the amount requested by a family.
- Class fees are included in the award determination. Lunch, athletic, and miscellaneous fees are not included in the tuition award determination.
- In two parent households, both parents are expected to contribute to the family income in order to receive an award.

### Additional Assistance for Families

- Students who receive a 50% or greater award also receive a \$2.00 reduction in the cost of school lunch, a 50% reduction in athletic fees, and their Parents' Guild dues are waived.

# ST. PAUL'S

EPISCOPAL DAY SCHOOL

- A family can request additional support for miscellaneous fees through the Good Samaritan Fund.
- A limited amount of additional support is available for the Early Childhood afternoon program (3:30 p.m. dismissal). Typically, in two parent households, both parents must work to receive assistance for this program.
- At this time, Extended Day (care until 6:00 p.m.) and summer classes/camps are not eligible for any fee reductions.