



Garrison Forest School
Financial Assistance 2023-2024
Application Steps and Deadlines for Parents

To receive full consideration for assistance, it is important to meet the following deadlines and requirements:

STEP	INSTRUCTIONS	SUBMIT TO	FILING DEADLINE
#1	<p>Complete the online FACTS Grant and Aid Application and pay the processing fee.</p> <div style="border: 1px solid gray; border-radius: 15px; padding: 10px; background-color: #f0f0f0;">  Important: <i>In cases of never married, separated or divorced parents, GFS believes that both parents have an obligation to support their child's education. Therefore, GFS requires a FACTS Grant and Aid Application and supporting documentation from both parents.</i> </div>	<ol style="list-style-type: none"> 1. Go to https://online.factsmgt.com/signin/3FQDL 2. Select Applicant Sign In 3. New Users select Create an account. <p><i>Returning parents: If you completed an online FACTS application last year, use your e-mail address and existing password. If you have forgotten your password, click on Trouble Signing In.</i></p> <ol style="list-style-type: none"> 4. Pay the \$40 processing fee. This fee is nonrefundable. 	<p>Current GFS families submit by November 1, 2022</p> <p>Prospective GFS families submit by January 15, 2023</p> <div style="border: 1px solid gray; border-radius: 15px; padding: 10px; background-color: #f0f0f0;">  Tip: <i>If you are applying for financial assistance for more than one school using the FACTS processing system, you only need to complete one application that includes all children.</i> </div>
#2	<p>Submit the required supporting documents:</p> <ul style="list-style-type: none"> • Garrison Forest Supplemental Form • A copy of both parents recent pay stub • Completed and signed 2021 IRS Form 1040 as filed, including all schedules. • 2021 Form W-2 (Wage and Tax Statements). • 2021 Business Returns (if applicable). <p>Due by February 1, 2023:</p> <ul style="list-style-type: none"> • 2022 Form W-2 (Wage and Tax Statements) <p>Due by April 15, 2023:</p> <ul style="list-style-type: none"> • Completed and signed 2022 IRS Form 1040 as filed, including all schedules. • 2022 Business Returns (if applicable). 	<p style="text-align: center;">Upload forms directly to your FACTS Grant and Aid Application</p>	<p>Current GFS families upload required supporting documents by November 1, 2022.</p> <p>Prospective GFS families upload required supporting documents by January 15, 2023.</p> <p>2022 Tax documents for all families upload by April 15, 2023.</p>