

Winter 2024

Dear TQS families applying for aid:

The Quaker School at Horsham awards aid on a need base only, and families must apply each year. Financial Aid is not granted for the Sassafras program, 1:1 support nor auxiliary services.

TQS uses School & Student Services (SSS) by Community Brands to assist with the financial aid process.

1) Families who would like to receive a financial aid award must sign the enrollment contract as a show of commitment. Families have until June 1, 2024 to put in writing they would like to be released from enrollment. Please see your enrollment contract (via docusign) for full language.

2) Visit <https://sssandtadsfa.force.com/familyportal/> and complete the Parents' Financial Statement (PFS) electronically, using the school code 5954. **SSS Helpline is 1-800-344-8328 or email sss@communitybrands.com.** One form per household, for one \$60 fee (required), for any number of applicant children.

3) Upload copies of tax return(s) and W-2s directly on the SSS site. (Required)

- Current families receiving financial aid must submit a copy of their 2023 tax return(s) to SSS and include supplemental schedules. Both parents must submit W-2s.
- New families applying for financial aid must provide copies of the previous two years' tax returns (2022 and 2023) to SSS electronically – include supplemental schedules. Both parents must submit W-2s.
- **Note: copies may be mailed to SSS if electronic documents are not available. Please contact SSS for instructions.**

4) Send a cover letter to TQS explaining any changes in your financial situation or extenuating circumstances that you feel were not reflected on your PFS. (Optional)

TQS distributes aid in accordance with guidelines established by the National Association of Independent Schools (NAIS). Tentative aid award decisions may be made prior to receiving the 2023 tax return; however, TQS reserves the right to alter tentative awards.

You will be notified in writing of award decisions and will have 10 days to accept. Applications will not be considered for any families who are behind on the current year's tuition payments.

If you need additional assistance, please contact the school and we will be happy to support you!