



FINANCIAL AID APPLICATION PROCESS 2026-27

FACTS FINANCIAL AID

St. John's uses FACTS, an independent, third-party, to evaluate and analyze a family's financial aid application. This ensures that all financial aid applications are considered equitably and consistently so that the School's Financial Aid Committee can make decisions based on demonstrated financial need.

The financial aid application Fee for 2026-27 is \$45 and is payable directly to FACTS during the online application process; FACTS will not process the application until this payment is received.

KEY FINANCIAL AID DATES FOR 2026-27

Financial aid applications must be completed in FACTS by **Friday January 16, 2026**. Priority will be given to completed financial aid applications received by this deadline. Preliminary financial aid decisions will be issued for applications in the week commencing **Monday January 26, 2025**. Prior year applicants should note that a new application is required each year and applications will be considered in accordance with the new information provided and the demonstrated financial need.

Applicants should note that in order to finalize their application, a tax return for 2025 must be submitted prior to May 15, 2026.

Financial aid applications that are submitted after the deadline will be reviewed after all of the awards have been issued for applications that were received on time. Awards for late applications will be limited to the remaining funds that are available.

For advice on financial aid for the current school year (2025-26), please contact the Business Office on (949) 858-5144.

SUPPORTING DOCUMENTATION

Financial aid applications are considered complete when the application, application fee and **all supporting documents** have been submitted to, and reviewed by, FACTS.

ALL of the following must be uploaded to FACTS before an application can be finalized:

- 2024 Tax Return for each applicant
- 2025 W2 for each applicant (as soon as this is available, preferably by January 16)
- 2025 Tax Return for each applicant (as soon as this is available but before May 15, 2026)
- **Two** recent paystubs for **each** applicant



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- SJES Worksheet (this must be saved as a PDF prior to uploading, please click [here](#) to access)
 - Supporting documentation for Social Security income, welfare, child support, food stamps, Workers' Compensation, and TANF (if applicable)

Applicants should ensure that Information provided in the SJES Worksheet is consistent with other information in the financial aid application.

Following the notification of a preliminary award, a signed enrollment contract must be submitted and the registration deposit must be paid by the date stated in award notification. Failure to do this may result in the preliminary award being withdrawn.

If financial circumstances have changed mid-year, a mid-year financial aid application may be submitted. This will be reviewed subject to the availability of funds.

Supporting Documentation

Applications received without the required supporting documentation will not be processed. Tax documentation is required by FACTS in order to complete the initial analysis so that decisions can be made on an equitable and consistent basis. Please ensure that all documentation is legible before submission; an illegible scan or fax may result in incorrect information or a delay in completing the verification for applications. Please also ensure that the applicant's email is set up to receive emails from FACTS as FACTS will contact the applicant via email regarding any missing documentation, or other issues with the application.

All supporting documentation needs to be uploaded in a PDF format online. Documentation can also be faxed to (866) 315-9264 or mailed to the address below. Please be sure to include the applicant ID on all correspondence.

FACTS Grant & Aid Assessment
P.O. Box 82524
Lincoln, NE 68501-524

For any questions or concerns about the FACTS Grant and Aid application process, please contact FACTS Customer Services at (866) 315-9262.

Who should submit a Financial Aid Application?

The financial aid application should be submitted by the responsible party with whom the child is a **legal dependent**, whether that is a parent, grandparent, aunt/uncle, or legal guardian.

In cases involving divorce or separation, court documentation must be provided to confirm the financial arrangements and if appropriate, each parent must submit a separate financial aid application.



The financial aid consideration is based on total household income, which includes all income, whether the party is legally responsible for the child(ren) or not.

For parents who have remarried, the new spouse's information must be included, even if they are not legally responsible for the student. The system takes all expenses as well as income into account, so it is important to list all appropriate expenses in the application.

All financial contributions from non-custodial parents and relatives must also be included in the appropriate section of the Financial aid application.

All children within the household must be included in the financial aid application. This includes children attending another tuition charging school, children attending a public school, or children not attending school.

The financial aid application includes sections for additional comments and extenuating circumstances. Please ensure that all relevant information is included here. The Financial Aid Committee looks very closely at this section therefore it is helpful if full details of why assistance is required is provided here.

Financial Aid Awards

Once FACTS has completed its review, a financial aid recommendation will be made to the School. The Financial Aid Committee will then consider this recommendation along with any other extenuating circumstances (if appropriate) and the available financial aid funds for the school year. All final financial aid award decisions, including notification of an award amount, if any, will be made solely by St. John's Episcopal School.

For new students applying after the application deadline, once a completed financial aid application has been submitted, it should be noted that the FACTS review still must be completed before the School can make an award decision.

Financial Aid Appeals

If the application is denied or the amount awarded is less than the financial need stated on the application, an appeal can be submitted. This can be a letter or an email but must include additional **new supporting documentation that has not already been provided** to explain why the financial aid awarded is insufficient. This should be uploaded to the FACTS application and the Business Office should be notified.

The financial aid application will then be re-evaluated by the Financial Aid Committee, taking into consideration the additional new information provided. All decisions on financial aid appeals, including notification of a change to the award amount, if any, will be made solely by St. John's Episcopal School.