

WAIVER REQUEST FORM
For Both Parents Supporting a St. Paul's School Education

The St. Paul's Schools determine financial aid based on a family's ability to pay, as demonstrated by the Clarity application, IRS 1040 forms, and any additional documentation. Both custodial and noncustodial parents, regardless of legal arrangements, must submit the financial aid application. The Schools requires financial information from all parents/guardians, irrespective of their cost-sharing agreements. The assertion that one parent has disclaimed responsibility for educational expenses does not exempt them from this requirement. Both natural parents and their spouses must provide the requested financial information each year, regardless of any legal agreements. If a parent remarries, the Schools will consider their obligations to their new family, as well as the resources of the stepparent, while also considering the stepparent's responsibilities to their biological children.

If all family information is not available at the time the application is evaluated, the Schools may have to make an arbitrary assessment of financial need that could result in a lesser award or no award at all.

Under extraordinary circumstances, The St. Paul's Schools may choose to waive this requirement. The conditions under which we may consider granting a waiver request are: 1. The other parent's whereabouts are unknown; 2. The other parent has no contact and has not had any contact with the applicant over a period of years; 3. The other parent provides no financial support to the student.

This is a petition requesting that the Schools waive the second parent requirement regarding the submission of financial aid application forms. Upon receipt of this petition, along with the requested documentation, The School's Financial Aid Committee will review and respond to the request. Please complete the entire form, answering all questions and submitting all requested documentation. Upload all information (completed copy of this form along with accompanying documents) to your Clarity portal account. Only completed applications will be reviewed.

A: CONTACT INFORMATION

I (Parent A) request that School waives the requirement of obtaining financial documents from my student's other parent (Parent B):

Student Applicant Name _____

Parent A Name _____

Permanent Address _____

Email Address _____ Phone Number _____

Parent B Name _____

Permanent Address _____

Email Address _____ Phone Number _____

1. Marital Status of applicant's natural/adoptive parents ☐ Divorced ☐ Separated ☐ Never Married
2. If divorced or separated, indicate year of divorce/separation _____
3. Has Parent B ever claimed the applicant on a federal income tax return? _____
4. If you answered yes above, was this a condition of a divorce decree? _____
5. If you answered yes above, please indicate the most recent tax year this occurred _____

6. Has Parent B remarried? ____ If yes, year of remarriage ____
7. Does Parent B have other children? ____ If yes, how many? ____

Please complete Section B or C depending on your family's circumstances:

B: LEGAL CUSTODY STATUS

I (Parent A) request that School waives the requirement of obtaining financial documents from my child's other parent (Parent B) for the following reason (check the applicable statement):

- ☐ I have been my child's sole and single parent since their birth or since their adoption (no other parent is named on their birth certificate).
☐ My child's other parent is deceased.
☐ My child's other parent does not have legal custody and I can provide the documentation.
☐ I do / do not (circle one) know the whereabouts of my child's other parent and do not receive financial support. We have not had financial support from my child's other parent since this date: _____ (enter date). We have not had contact from my child's other parent since this date: _____ (enter date).

C: PHYSICAL CUSTODY, CHILD SUPPORT AND LEGAL ORDERS

1. Does Parent B have physical custody or visitation rights? ____
2. Did Parent B pay child support this year? ____
3. If you answered yes above, please indicate the total amount of child support paid this year for the applicant \$ ____ For the applicant's siblings (if any) \$ ____
4. Please indicate type of child support paid ☐ Voluntary ☐ Court Ordered ☐ Garnished from wages
5. Are there any legal orders that limit Parent B's contact with the applicant? ____
6. If there are legal orders (i.e., restraining order, police report or divorce decree), please include this documentation.

To be completed by all applicants:

D: THIRD PARTY DOCUMENTATION

The School requires a written statement from a non-family member who understands your family situation in a professional capacity. For example, you may request a doctor, teacher, lawyer, member of the clergy, or social worker to write a statement on your behalf. This statement should be attached to this form or provided directly to the Financial Aid Office. The person writing the statement must include his/her name, contact information (address, phone number, email), relationship to the student, and the number of years s/he has known the student and in what capacity.

Name _____

Relationship _____

Email Address _____ Phone Number _____

E: CERTIFICATION

I certify that all the information provided on this form is true and complete to the best of my knowledge.

Name _____

Signature _____

Date _____