

## Tuition Assistance Program 2018 - 2019 School Year

### Mission Statement

Founded by the Sisters of Loretto in 1923, Loretto Academy is an independent, Catholic institution committed to:

- **Fostering relationships with God and all of creation;**
- **Academic excellence;**
- **Development of the whole person as individuals of conscience;**
- **Respect for all individuals, styles and cultures; and,**
- **Leadership through collaboration**

### Vision Statement

**“Loretto Academy - Developing Leaders through Faith, Community, Justice, and Respect.”**

In recognition of the spirit of our Mission Statement, Loretto Academy invites families who cannot afford the full cost of tuition to apply for tuition assistance. This assistance is awarded on the basis of need to qualified students who are returning or have been admitted as new students. Loretto Academy uses an independent company to evaluate the family's financial situation and recommend the level of assistance Loretto Academy should offer.

**Students receiving tuition assistance must maintain passing grades each semester and be good examples of Christian behavior both in and out of school.** Students' grades, attendance, behavior, and cooperation will also be evaluated. Students who disregard school rules or who are placed in suspension for any reason will no longer be eligible for tuition assistance during that school year. **Students in middle and high school receiving any tuition assistance will be assigned to work study to be performed before or after school hours daily. Failure to do this assignment responsibly will result in loss of tuition assistance. Student recipients of named scholarships will be asked to provide updates and thank you notes to donors.**

### TUITION ASSISTANCE

Tuition assistance is available for families who need it. The Financial Aid Committee will evaluate your family's financial situation and recommend the level of assistance Loretto Academy is able to offer. **You must be registered to be considered for financial aid.** Applications for financial assistance must be done on line at [www.factstuitionaid.com](http://www.factstuitionaid.com). FACTS will charge \$30 to process the tuition assistance application. **Financial assistance will be awarded to a student who has completed the Loretto Academy's registration process and her work study hours by May 4, 2018.**

**It is very important that you complete the application(s) and send FACTS required income tax forms on time. Late applications will be placed on a waiting list for selection as funds become available.**

(Please see other side)

## TIMETABLE FOR TUITION ASSISTANCE

<b>March 31, 2018</b>	No later than March 31, 2018, parents should have completed the Grant & Aid application sent to FACTS Company. You can start applying online beginning December 1, 2017.
<b>May 4, 2018</b>	Financial Aid Committee meetings (in order to be considered for tuition assistance, the student must have paid the registration fee).
<b>May 11, 2018</b>	Tuition assistance awarded

Parents:

FACTS Grant & Aid Assessment will be conducting the financial need analysis for Loretto Academy for the upcoming 2018-2019 school year. Families applying for financial aid will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by March 31, 2018. Applicants can apply online beginning December 1, 2017, at [www.factstuitionaid.com](http://www.factstuitionaid.com). Send FACTS Grant & Aid Assessment the information listed below:

1. Completed the application.
2. Payment of the \$30 application fee.
3. Copies of your most recent tax forms including all supporting tax schedules.
4. Copies of your 2016 W-2 form for both you and your spouse.
5. Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

Failure to submit all of the necessary information to FACTS Grant & Aid Assessment by the deadline may result in your family not receiving financial aid or limit the amount given due to incomplete information.

***Parents who work in Juarez and do not file a US income tax return: Must fill out a form and submit a letter to the committee explaining why you are requesting financial aid; in addition, you must bring a copy of your latest paystubs and Hacienda, or if you do not file with Hacienda, a letter from your employer stating your gross annual salary, taxes, and net pay for the year 2017. DO NOT SEND THESE TAX REPORT TO FACTS, YOU MUST GIVE THEM TO THE DIRECTOR OF FINANCE.***

If you have any questions, please come by or call the Business Office at (915) 566-8400.