

February 2011

Dear Parents:

Thank you for choosing a Waldorf education for your child and for considering our Tuition Assistance Program as a way to support your choice. It is central to the vision of the school that the education we offer be available to those who embrace its value, and Tuition Assistance allows us to serve families with a wide variety of financial capacities.

The Tuition Assistance Committee (TAC) has developed the enclosed Policies and Procedures to support its work. Please thoroughly read the Policies and Procedures before beginning the application process.

To be considered for Tuition Assistance for the 2011-2012 school year, please note the checklist below and submit all your forms by **Friday, March 4, 2011**:

1. Complete School Forms

- NEW PROCESS!*: Be sure to sign the front of the Enrollment Contract indicating you are applying for Tuition Assistance. (See back of contract for terms and conditions that highlight the need for a mutually agreeable financial arrangement.)  
*Once TAC sends you an award letter, you will have 30 days to accept the offer. Once you accept it, FACTS will be notified of your tuition payments for the school year.*
- Tuition Assistance Request Form (pink form)

2. Complete School and Student Services (SSS) Form

*Note: Our school code is 1518. You will need this number when you fill out your Personal Financial Statement (PFS) online or hard copy. Regretfully, this code is not listed the SSS Instruction and Terms Booklet.*

- We ask that you go online to [SSS.nais.org](http://SSS.nais.org) to complete the PFS. It's cheaper at \$35 and more expeditious for all parties. As with most schools, we expect to be paperless in the following 2012-2013 year. For this year, if necessary, you can fill out the enclosed hard copy and send it directly to the SSS along with the \$47 fee. (Note: Separated or divorced parents must each complete a PFS.).
- Self employed parents need to fill out a Business/Farm Statement. This should be done on-line as part of the PFS.

Provide to Waldorf School Tuition Assistance Committee (TAC)

1. Tuition Assistance Request Form (pink form)
2. A copy of your 2010 tax return including all schedules, W-2's, and attachments  
(For business owners – 2009 business or corporate tax return)
3. A copy of two most recent pay stubs for both parents (including noncustodial and step-parents)
4. A copy of your PFS that you submitted to SSS

Please remember that the **application deadline is March 4, 2011**. First consideration is given to applications received on time. Late applications will be reviewed when the process for timely applications has been completed. Any remaining funds will be awarded to qualified late applicants. As funds are limited, it is in your best interest to apply early or be on time. Should you have any questions, please do not hesitate to contact me at 508-420-1005 or email me at [administrator@waldorfschool.cc](mailto:administrator@waldorfschool.cc).

Sincerely,

Gary Cannon, Administrator