

## Tuition Assistance

### *How to Apply*

1. Registering or re-enrollment is the first step in the process.
2. Submit an application online with FFNA at [www.ffna1.com](http://www.ffna1.com). Application forms are also available from Lynda Vandeventer, Finance Manager. The finance office is located near the secondary administrative office on the bottom floor.
3. Complete the Supplemental Tuition Grant Application form at [http://www.lcschool.org/Supplemental\\_Tuition\\_Grant\\_Form.docx](http://www.lcschool.org/Supplemental_Tuition_Grant_Form.docx) and **return directly to Lynda Vandeventer at [lvandeventer@lcschool.org](mailto:lvandeventer@lcschool.org).**

**New** families may register and apply for a 10-month grant through August 15<sup>th</sup>. Nine-month grants will be considered for those applying between August 16<sup>th</sup> and September 8<sup>th</sup>. The full August tuition payment is the responsibility of these applicants.

The following dates pertain to **current** LCS families:

- May 15<sup>th</sup> – Deadline to qualify for a 10-month (full year) grant. Current LCS families must submit the FFNA application (including a copy of their current tax return) and the LCS School Supplemental Form.
- May 16<sup>th</sup> through July 24<sup>th</sup> – Deadline to qualify for a 9-month grant. The full August tuition payment is the responsibility of the applicant.
- July 25<sup>th</sup> or later – Applications received after the 24<sup>th</sup> of each month will be processed by the 3<sup>rd</sup> week of the following month for a partial-year grant.

LCS's Tuition Assistance Committee makes its decisions after reviewing FFNA's recommendations and the LCS Supplemental Form, in light of funds available and the applicant pool. If desired, a member of the Tuition Assistance Committee will be available to meet with the applicants. The Committee will notify all applicants by mail of its decisions. If funds are available after the normal enrollment cycle is completed, LCS will continue to accept applications for tuition grants. However, we strongly recommend that families complete their applications during the normal enrollment period in order to have the best opportunity to receive grants.

The Tuition Assistance Committee considers other factors in its decisions. Students must demonstrate good academic standing and conduct. Any chronic disciplinary issues arising during the school year will be evaluated by the Committee and may impact eligibility at any time. Any unpaid balances from the prior school year must also be brought current before tuition grants will be considered, and families are expected to remain current with their payments in order for their grants to be sustained. Also, we encourage parents receiving grants to participate as volunteers in support of LCS.

Due to changes in family circumstances, the applicant pool, and available funds, tuition grants are not automatically renewable. Accordingly, a new application must be completed for each year that tuition assistance is desired.

**The admission forms must first be completed.** However, a family's decision to apply for tuition grants will have no bearing on the admission decision. Enrollment and tuition grant decisions are made independently. If within 30 days after receiving the grant decision, an applicant elects not to attend LCS (and it's before school has commenced) their re-enrollment or registration fees will be refunded.

## **Grant Amounts**

Grant levels are determined by available funds, the number of applicants, and individual family needs and circumstances. Generally speaking, grants do not exceed 60% of total tuition, although the Tuition Assistance Committee may award larger grants in exceptional circumstances. It is not possible to provide an income level that would either disqualify or automatically qualify families as grants have been made to families of widely varying incomes and circumstances. Accordingly, *if your decision whether to apply to LCS is influenced by your anticipated ability to pay full tuition, we encourage you to apply for a tuition grant.*

## **Frequently Asked Questions**

*Who should I contact with questions regarding tuition grants?*

Please contact Lynda Vandeventer, LCS's Director of Finance, at 253-858-5962 or email her at [lvandeventer@lcschool.org](mailto:lvandeventer@lcschool.org) with any questions you may have. For assistance with the FFNA application or general questions, please contact that organization directly at 1-800-579-7200.

*How do I receive my grant award?*

Tuition grants are credited on a monthly basis to that family's account. They are responsible for paying the remaining portion when due.

*Are tuition awards grants or loans?*

The awards are grants and not expected to be repaid.

*Does LCS provide full tuition grants?*

No. LCS believes that it is in the best interests of the school and our families if parents have a financial commitment to their children's education.

*Who has access to the information provided in the various applications and forms? Will our information be shared with other departments?*

Application information and award amounts will be held in the strictest of confidence by the Tuition Assistance Committee and Director of Finance, while the Campus Administrator is aware of award recipients for the purposes of enforcing the discipline and academic qualification requirements.

*What happens if we decide that the grant we receive will not be enough for our family? Can we get our re-enrollment or registration fees refunded?*

Yes, LCS will refund the re-enrollment and registration fees **IF** you notify the school within 30 days of receiving the grant decision that you will not be able to enroll your student(s). However, if school has already started then LCS will not be able to refund any fees.