

## **Tuition Assistance**

### ***How to Apply***

1. The first step in the process is to complete the admissions process. Grant decisions are not communicated to families until the student is accepted and enrolled at Lighthouse.
2. Submit a grant application online with FACTS Management Co. [Click here to begin.](#)
3. Download, initial and sign the Statement of Confidentiality (on the Tuition Grant page of the LCS website) and return, in a sealed envelope, to Jenny Dubinsky, Director of Operations.

The following dates pertain to **both current and new** Lighthouse families:

- May 15<sup>th</sup> – Deadline to qualify for a 10-month (full year) grant. Lighthouse families must submit a completed grant application (this includes a copy of their current tax return and the Statement of Confidentiality).
- May 16<sup>th</sup> through June 30<sup>th</sup> – Deadline to qualify for a 9-month grant.
- July 1<sup>st</sup> through July 31<sup>st</sup> – Deadline to qualify for an 8-month grant.
- August 1<sup>st</sup> through August 31<sup>st</sup> – Deadline to qualify for a 7-month grant.
- September 1<sup>st</sup> through September 30<sup>th</sup> – Deadline to qualify for a 6-month grant.
- Applications received October 1<sup>st</sup> through December 7<sup>th</sup> will be processed for a potential 5-month grant.
- **CURRENT FAMILIES:** A current family may apply for assistance after December 7<sup>th</sup> under extenuating circumstances such as loss of a job, unexpected health issues, etc.
- **FAMILIES NEW to LCS:** December 7<sup>th</sup> is the last date on which to apply in order to be considered for a grant for the current school year.

**Note: The application, a copy of the current tax return, and the Statement of Confidentiality must all be submitted/received by the deadlines listed above in order to be considered for a grant. The date in which the Tuition Assistance Committee receives the complete application will determine whether the recipient will qualify for a full or partial year grant.**

LCS's Tuition Assistance Committee makes its decisions after reviewing FACTS recommendations in light of funds available and the applicant pool. A committee member will contact the applicant if additional information is required before a decision can be made. Additionally, a member of the Tuition Assistance Committee will be available to meet with applicants if desired or necessary. All applicants will receive a letter by mail notifying them of the Committee's decisions. 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 can be evaluated by the Committee and may impact eligibility at any time. Any unpaid balances from the prior school year must be brought current before tuition grants will be considered. Families are expected to remain current with their tuition payments in order for their grants to be sustained.

Due to changes in family income, the applicant pool, and available funds, tuition grants are not automatically renewable nor should they be assumed to remain at prior levels. 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.

### ***Dis-enrollment of a child after applying with FACTS***

If after applying with FACTS, one or more of their children will not be attending Lighthouse, the applicant *must* promptly inform Jenny Dubinsky, Director of Operations, and should expect a revision in the grant amount.

## ***Frequently Asked Questions***

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

Please contact the Tuition Assistance Committee via email at [LCSTuitionassistance@lcschool.org](mailto:LCSTuitionassistance@lcschool.org). Alternatively, you may contact Jenny Dubinsky, LCS's Director of Operations, at 253-858-5962 or email her at [jdubinsky@lcschool.org](mailto:jdubinsky@lcschool.org) with any questions. For assistance with the FACTS grant application or general questions, please contact FACTS Management Co. directly at 1-866-441-4637 (option 2).

### ***What are the costs associating with applying for a tuition grant?***

FACTS Management assesses a \$30 fee (per family) at the time of application.

### ***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. *The maximum grant amount is equal to 50% of annual tuition.*

### ***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 Operations. Please note: FACTS Management Co. is a provider of tuition billing and tuition grant management services for other schools in the region. If you have students at other schools that utilize FACTS, and you indicate that association on your grant application, your information will be viewable by the other school.

### ***What happens if we decide 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.