



IMMACULATE CONCEPTION SCHOOL & PARISH Business Office

2009-2010 Immaculate Conception Parish Financial Assistance Policy

Immaculate Conception School exists for the integral Catholic education of youth, especially those of the working class, developing their potential as good Christians and honest citizens. This education is carried out in a family spirit, utilizing the principles of reason, religion and loving kindness as taught by St. John Bosco and St. Mary Mazzarello.

For some years, Immaculate Conception Parish has had a subsidy program to make Catholic education available to Catholic children whose families are not able to pay the full cost of tuition. Parent groups such as the IC Pops, the Parent Co-Op, and the Builder's Club work to make the school an exceptional place for families like yours. But, as with most Catholic schools, tuition at Immaculate Conception School covers significantly less than the actual cost of each child's education. Our financial aid, or tuition assistance, is based on a limited amount of funds set aside to help those Immaculate Conception Parish-supporting families demonstrating the greatest and most urgent need for tuition assistance in a given school year. These funds are derived from current income and charitable donations. The Catholic Church encourages all Catholic Schools to conduct similar programs since she wishes to see all Catholic children offered the opportunity of receiving a moral and religious education. It is important that families asking for tuition assistance commit to bring up their children in the faith and attend Church on a regular basis.

Following you will see a list of FAQ's (frequently asked questions) which will hopefully answer most questions you may have regarding the 2009-2010 Immaculate Conception Parish Financial Assistance/Tuition Assistance Policy. This includes eligibility requirements for applicants. If this information does not answer all of your questions, our contact information is on the bottom of the last page.



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Financial Aid FAQs

What is financial aid?

Financial aid is a decrease of tuition costs, formulated on the basis of need. It's sometimes referred to as "grant" or "scholarship" money. Immaculate Conception School does not award "merit scholarships" (i.e. financial aid based on either academic or extracurricular merit).

Who can apply?

Immaculate Conception Parish Supporters proving their Parish support and their need for assistance may apply for financial aid. Awards range from \$300 up to half of the student(s) tuition. All awards are based on a limited amount of funds available for tuition assistance, and on the individual financial and personal circumstances of those Parish supporting families that apply. Catholic families that are not current Immaculate Conception Parish supporters *may* apply, but will only be awarded assistance if funds remain *after* priority is given to Parish supporting families.

How do I apply?

Tuition assistance packets are available Monday-Friday, 8am-3pm beginning Monday, March 2nd through Tuesday, March 31st at the Immaculate Conception Parish BUSINESS OFFICE, located at the corner of Avenue D and 6th Street, the high-school library building "Notre Dame Hall" (4520 6th Street). You will be asked to sign a receipt for the packet and identify yourself and your child(ren). Follow the instructions contained in the packet and submit the requested materials by the deadline indicated below. All information is confidential. *False information or information with the intent to deceive will result in the application and/or assistance revocation.*

Eligibility requirements:

1. Must be a Catholic, returning student(s) to Immaculate Conception School from the preceding school year. A Catholic baptismal certificate must be on file at the school. New students applying MUST provide an Immaculate Conception Parish Supporting Letter to be eligible. Non-Catholic students are ineligible for financial assistance through this particular process.
2. Student(s) must have completed the registration process for the next school year. All grades from Pre-Kinder 3 through 8th Grade are eligible.
3. Complete and **mail** TADS (*Tuition Aid Data Services*) packet and make certain packet includes all required documentation supporting the demonstrated need for financial assistance. Completed packets must be received at the TADS address provided in the packet **before Tuesday, March 31st**. The cost to apply is **\$29.00** and must be sent in with your application. *Incomplete applications and/or applications received after the deadline will not be considered.*
4. Parents must authorize Immaculate Conception School to obtain such information required to verify the documentation and statements made in the application.
5. Parents are responsible for making their own copies of documentation required. Copy services cannot be provided by Immaculate Conception School or the Business Office. No school employee can assist parents with completing the application as all information is confidential.

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If I apply, is financial assistance guaranteed?

NO. Even if the cost to apply is paid, there is **NO** guarantee that you will be awarded financial assistance. The three main reasons are: the awards are based on each and every applicant's demonstrated urgency, priority to Immaculate Conception Parish Supporters and need for tuition assistance, and financial assistance funds are very limited.

Who decides if our family will be granted aid?

An Immaculate Conception Parish committee considers all eligible and complete applications.

How are the financial decisions made?

Financial aid is awarded based on a family's demonstrated need and urgency for financial aid as well as the thoroughness of documents submitted. Every effort is made to assist those families applying.

If we are offered aid, can we expect approximately the same level of aid in future years?

Not necessarily. Because financial aid decisions are reviewed each year, families receiving aid must, *each year*, re-apply, completing a financial aid packet and submitting the required documentation demonstrating a need for continued assistance in the next school year.

What factors can influence our child(ren) being awarded financial aid?

Awarding of financial aid can be influenced by the following: the required information and forms not submitted in a timely manner, missing information or forms, the amount of funds budgeted for financial aid, the level of need among all families applying for aid in a given year, and significant delinquencies in tuition payments.

What if I am a single parent?

The marital status of an applicant is not sufficient to warrant financial aid. Complete financial information, as well as other documentation required in the TADS packet is necessary from both the custodial and non-custodial parents. This information is collected in an attempt to determine the ability, not the willingness, of each parent to financially support their child's education. If the whereabouts of the non-custodial parent are unknown, a good-faith effort must be made to locate him or her. In most cases, a letter from a third-party (such as a teacher or pastor) will be required to verify that the non-custodial parent has no contact with the applicant.

What if I have more than one child attending Immaculate Conception School?

One set of forms is sufficient, even if your children are attending different grades at Immaculate Conception School.

Is financial aid available for supplemental costs?

No. Financial assistance is limited to tuition for families demonstrating the most urgent need for tuition assistance.

If aid is offered, what happens if I am late making tuition payments?

Families on financial assistance are subject to review throughout the school year. Families receiving

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assistance should not exceed 60 days of past due tuition. Exceeding 60 days is considered serious delinquency and is subject to the Immaculate Conception Parish Finance Council Non-Payment Policy which includes possible suspension of services and ineligibility for financial aid application in subsequent school years.

For more information, you can contact the Immaculate Conception Parish Business office at (504)348-4950 or businessoffice@icchurcharish.org. This policy is also available at <http://www.icschargers.org/>. Click on “Business Office”.