



THE CAREY SCHOOL

TUITION ASSISTANCE PROGRAM

The goals of tuition assistance at The Carey School are to attract and retain qualified students for whom a Carey education would normally be out of reach. The criteria for tuition assistance awards is defined as follows:

TUITION ASSISTANCE

Seeks to bring to The Carey School a diversity of students who are reflective of society at large. Because of the cost of education at The Carey School, this often places certain groups at a disadvantage. Tuition assistance will be extended first to those families who may be underrepresented in the school's demographics, before offering it to the general public.

The administering agency for tuition assistance offered at The Carey School is the Financial Assistance Committee, a committee of the Board of Trustees. The Financial Assistance Committee reserves the right to revoke any and all tuition assistance, with or without cause, for failure to meet the criteria specified in this policy, and/or for failure to abide by the policies designated in the Parent/Student Handbook. Tuition assistance is granted at the sole discretion of the Financial Assistance Committee. The Financial Assistance Committee utilizes the services and resources of the School and Student Service for Financial Aid ("SSSFA" or "School and Student Service") in order to ensure objective data.

Conditions under which tuition assistance shall be extended:

- 1) All forms and fees required by the School and Student Service must be completed and submitted by the deadline indicated. Additionally, The Carey School Tuition Assistance Application and the required tax forms must be submitted to The Carey School by the deadline indicated.
- 2) Before offering Tuition Assistance to the general public, it shall be extended first to those qualified families who may be underrepresented in the school's demographics and second to those qualified families already represented in Carey's student population.
- 3) The total tuition assistance extended at The Carey School may not exceed the amount budgeted for that fiscal year.
- 4) The total tuition assistance extended at The Carey School shall be fully funded by the separately established tuition assistance funds.
- 5) The per pupil cost of education shall serve as the basis upon which all tuition assistance is calculated.

- 6) Tuition assistance may not be applied to any deposit.
- 7) All tuition assistance shall be applied in portions of distribution equal to those of installments.
- 8) Regular participation in school activities and consistent adherence to school rules and policies are required.
- 9) The Financial Assistance Committee reserves the right to revoke any tuition assistance, with or without cause, through a periodic review process.
- 10) Unless specifically altered by the Financial Assistance Committee, tuition assistance granted to students shall be maintained for the duration of their attendance at The Carey School, provided that the specific conditions listed in numbers 1 - 11 are met.
- 11) Specific criteria by which TUITION ASSISTANCE shall be extended:
 - The family's Income Tax Returns for the last three years and all tuition assistance application forms were received at the school's office by the deadline.
 - Updated family Income Tax Returns, if requested by the Financial Assistance Committee, must be received in the school's office by the appropriate deadline.

**TIME LINE FOR ASSISTANCE APPLICATIONS
RETURNING STUDENTS FOR THE 2011-2012 SCHOOL YEAR**

NOV. 1, 2011 - JAN. 10, 2012

- Request Tuition Assistance Application forms.
- Tuition Assistance Application forms mailed out.
- Call or meet with Carey's Chief Financial Officer to discuss questions regarding the application process and/or the filling out of forms.
- Completed application form and copies of families' last three years of Income Tax Returns due to The Carey School business office.
- All required forms and fee for School and Student Service must be completed and submitted directly to School and Student Service.
www.nais.org
- No new requests will be accepted after January 13, 2012.

FEB. 6, 2012

- Families notified.

**TIME LINE FOR ASSISTANCE APPLICATIONS
NEW STUDENTS FOR THE 2011-2012 SCHOOL YEAR**

NOV. 1, 2011- Feb. 3, 2012

- Request Tuition Assistance Application forms.
- Tuition Assistance Application forms mailed out.
- Call or meet with Carey's Chief Financial Officer to discuss questions regarding the application process and/or filling out of forms.
- Completed application form and copies of families' last three years of Income Tax Returns must be submitted to The Carey School business office.
- All required forms and fee for School and Student Service must be completed and submitted directly to School and Student Service.
www.nais.org
- No new requests will be accepted after February 3, 2012.

MAR. 15, 2012

- Notification mail date.

NOTE: Each application is reviewed periodically throughout the year and you may be required to supply additional documentation. At the sole discretion of the Financial Assistance Committee, the tuition assistance policy and procedure of The Carey School's Tuition Assistance Program may be changed without notice. If the change affects your assistance status, you will be notified.



THE CAREY SCHOOL

TUITION ASSISTANCE APPLICATION

Applicant's Name: _____ Grade (September, 2012): _____

Parents' Names: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Parents' Signatures: _____

Current School: _____

**PARENTS, PLEASE ANSWER THE FOLLOWING
IN THE SPACE PROVIDED.**

*What would be the most ideal tuition assistance award that could be given to you?
Please state a very specific amount of money. \$ _____*

State your rationale for this request.

APPLICATION DEADLINE:

Returning Students - January 10, 2012

New Students - February 3, 2012

AWARD LETTERS WILL BE MAILED:

Returning Students - February 6, 2012

New Students - March 15, 2012

NOTE: The Carey School, in its policies, does not discriminate on the basis of race, creed, religion, sex, sexual orientation or national / ethnic origin.

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