

PARENT INFORMATION SHEET

2012-2013 School Year

ANNUAL TUITION ASSISTANCE PROGRAM
ARCHDIOCESE OF DETROIT

What is the Tuition Assistance Program?

As a result of the Stewards for Tomorrow Campaign and the establishment of the Archdiocesan Endowment, the Archdiocese of Detroit extends tuition assistance grants to **Catholic** families with children in grades 1-12 attending Catholic Schools. The award for this year is \$800.00 (Elementary) and \$500.00 (High School).

Must financial need be demonstrated?

Yes. A Student Aid Form must be completed by each family applying, and mailed directly to Private School Aid Service (PSAS) in Lakewood, Ohio. Awards are based solely on financial need. Receiving an award in previous years does not guarantee an award for the current year.

How do I apply?

The Student Aid Form can be obtained from your school, and constitutes your application when it is completed and sent to PSAS. There is a \$20.00 fee to apply.

The application can also be obtained through the Archdiocesan website:

- **Go to:** www.aodonline.org
- **Click: Catholic Schools**
- **Click: Tuition Assistance**
- **Click: Download Application. Applications are available in English and Spanish.**

The pastor will not be required to sign the application, but instead will be sent a list of all applicants who applied for his parish. If the pastor does not verify that you are an **active** parishioner, your application will not be processed. **It is important that your parish be notified of any name differences (i.e.: The student's name is different from the parent).** The family must also send \$20 to PSAS to cover the cost of the evaluation and processing. Please send a check or money order. It is important that you keep a copy of all checks/money orders and a copy of your application after completed.

The applications are carefully evaluated by PSAS in order to determine need. A letter will be mailed to each household informing them of the status of their award(s).

Do some schools have independent contracts with PSAS?

Yes, some schools have independent contracts with PSAS. Independent school contracts may have different guidelines, deadlines, and required fees to qualify. Check with your school for details.

WHAT IS THE TIME-TABLE FOR 2012 - 2013?

February.....PSAS application forms available at the school.

April 09.....**DEADLINE** for grant applications to PSAS

June 11.....Letters should be mailed to applicants, schools and parishes announcing the grant awards or denials.

September Schools will receive a Tuition Assistance Grant report to complete and return to the Office of Catholic Schools for processing of checks once all information is validated.

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Additional Information:

- Only one application submitted per family regardless of the number of school children.
- More than one child in a family may receive a grant.
- Only children in grades 1 to 12 are eligible for grants.
- The Pastor will be sent a list with the names of each applicant from his parish. He must verify from the list that each individual is an **active** parishioner. If the Pastor does not verify, the application it will not be processed. **Important: the parish is not involved in the financial evaluation or the awarding of grants. However, the Schools can tell you if you have been awarded the grant after June 11th.**
- PSAS is the sole evaluator for the Student Aid Form process.
- Applications will be received until **April 9, 2012**. It is advisable to send the application as soon as it is completed.
- The receipt of other financial assistance such as, parish, vicariate or Catholic school scholarships/grants, does not exclude the awarding of an Archdiocesan grant.
- All **Catholic families** in the Archdiocese of Detroit are eligible for the grant providing the child(ren) meet the above criteria and are enrolled in a Catholic school for the following school year.

Office of Catholic Schools

Tuition Assistance Contact Information

Recorded Message for Frequently Asked Questions: (313) 237-5767

Angela R. Naylor, Tuition Assistance Coordinator

Direct Line: (313) 237-5775

Due to the volume of calls, please allow up to 24 hours to have your call returned.