



## CHESTERTON ACADEMY OF NOTRE DAME

### FINANCIAL ASSISTANCE PROGRAM

#### PURPOSE:

The purpose of our financial assistance program is to provide monetary assistance to those qualified students who cannot afford the cost of attending our joyfully Catholic, classical high school. We recognize that each family bears the primary responsibility for financing a student's education costs. To help you through this process, we offer these guiding principles, which are designed to help us partner with you in this process. These principles also reflect our commitment to equity and fairness as we embrace the collaborative nature of the financial aid process, one that we hope will yield the best result for our families and for our school.

As a family, please consider the following items as you discern a financial assistance application:

1. Please seek to apply for assistance only after you have determined your own resources are insufficient to cover school costs and have exhausted the potential resources and options available to you.
2. Be proactive in seeking information and answers to questions related to the financial assistance process directly from the school.
3. Be open and honest when completing the financial assistance application and when providing any supporting documentation.
4. Please adhere to school deadlines and documentation submission requirements.
5. Please submit true and accurate tax-related documentation, such as 1040, etc.
6. Please promptly respond to school requests for additional information to support the application.
7. Be understanding that the school is not obligated to provide financial assistance, even if the family shows eligibility for it.
8. Be discreet about disclosing the financial assistance outcomes.
9. Be respectful of the privacy of other families who choose not to disclose their financial assistance details or outcomes.

## APPLICATION PROCESS:

Applications are considered complete when the following three steps are completed.

1. You should either a.) submit a new student application or b.) re-enroll your current student through TADS.
2. Complete the [SSS TADS FA application](#). There is a \$55 fee to complete the application. This fee is not collected by the school. If this is your first time using this platform, you will need to create an account. CAND Partner Code: 200358
  - a. Parent Assistance: If you have questions or need help, please contact the family support center at (800)344-8328. You can also email [sssandtadsfa@communitybrands.com](mailto:sssandtadsfa@communitybrands.com) for help.
3. Upload a copy of your (2021) 1040s, (2022) W-2s, and (2022) paystubs to the SSS TADS FA account.

## REVIEW PROCESS:

1. Applications are reviewed in order of submission.
2. Each application is reviewed by the Financial Assistance Committee with the utmost confidentiality.
3. When a decision is reached, an award letter will be sent to families who have applied by the Headmaster.
4. Families must sign and return the award letter for the record of the agreement to the Administrative Manager.
5. If a family feels their circumstances warrant further consideration, they may write a letter and the committee will meet to determine any additional financial assistance the school can provide.
6. Once the Administrative Manager has filed the signed award letter a tuition agreement will be sent. The family must complete the tuition agreement.

## FINANCIAL ASSISTANCE DEADLINES:

March 1, 2023 - Financial Aid applications open

April 1, 2023 - Financial Aid application deadline

May 1, 2023 - Financial Aid award letters are sent

May 19, 2023 - Financial Aid award letters signed deadline

June 1, 2023 - Decision deadline for new and returning students - Enrollment forms and paperwork, Tuition Agreements