



Applying for Tuition Assistance at Saint Susanna School

Dear Parents:

Welcome to the Saint Susanna Parish School registration process for the 2019-2020 school year. We have tuition assistance funds available on a limited basis for families anticipating a need for financial help with the 2019-2020 tuition fees. Saint Susanna Parish School will utilize the independent firm, FACTS Grant & Aid Assessment (FACTS), to evaluate eligibility for tuition assistance funding. This same application process is used in all high schools in the Archdiocese and in many of the elementary schools.

To be considered for tuition assistance, applicants will apply online by accessing the FACTS link on the School's page on the St. Susanna Parish website. The following information will be required to complete the FACTS application process:

- Copies of the most recent Federal tax forms and supporting tax schedules.
- Copies of 2017 W-2 forms.
- Copies of all supporting documentation for Social Security Income, Workers' Compensation and all other income sources.

The online application must be completed by March 31, 2019. For those families who are also applying for tuition assistance at a high school in the Archdiocese of Cincinnati, please take care to follow that school's application deadlines which are different from ours at St. Susanna School.

Please note that FACTS holds all information which you submit in the strictest confidence. FACTS prepares only a summary report for the Pastor at Saint Susanna Parish to review with family names and the recommended tuition amount each family can reasonably be expected to pay based on the financial documents submitted with the application. Father Farrell will analyze the tuition assistance funds available and allocate those dollars to families who have qualified for tuition assistance based upon the FACTS data results.

Families who apply for tuition assistance must be Saint Susanna Parish registered parishioners for at least one year and must fulfill the expectations of active parish membership through attendance at Mass and promise to remain supportive of the Parish and School through their stewardship of time, talent, and treasure. (Each family must sign and return the St. Susanna Agreement Form [which will be mailed from the Parish Office with other 2019-2020 School Tuition documents], whether or not tuition assistance is requested or approved.)

We will notify all families of the results of the tuition assistance application process by May 31, 2019.

Respectfully,
Shannon Benvenuti
Business Manager
398-3821 x.3121