

# DIOCESE OF CHARLESTON ST. ELIZABETH ANN SETON TUITION ASSISTANCE GRANT

## SCHOOL FINANCIAL AID COMMITTEE GUIDELINES

*The Diocese of Charleston St. Elizabeth Ann Seton Tuition Assistance Grant is funded by the St. Elizabeth Ann Seton Endowment. The purpose of this grant is to assist Catholic families wishing to send their children to a Diocesan elementary school who require financial assistance.*

1. Catholic families in good standing, with their pastor's endorsement, are eligible for a St. Elizabeth Ann Seton Tuition Assistance Grant.
2. Families must apply through the school they will be attending for the year applying. NO applications will be accepted by the Catholic Schools Office directly from the requesting family.
3. Applications that have been reviewed by the School Finance Committee as eligible, and approved by the Principal (as indicated by their signature on the application), will be sent to the Pastor/Pastoral Administrator for his recommendation, endorsement and signature.
4. All applications sent to the Catholic Schools Office must be complete before the application is processed. If the total application is not received by the deadline, the applicant will not be eligible for a St. Elizabeth Ann Seton Diocesan Tuition Grant for the applying year.
5. Eligible applications must be received in the Catholic Schools Office by the deadline specified on the application.
6. Once the Catholic Schools Office Tuition Assistance Committee has reviewed the applications, each school receiving Tuition Assistance Grants will receive the grant in the total amount during the month of July. The funds are to be credited to the qualified student's account by the school.
7. If the amount received is less than the amount requested it is the responsibility of the School's Financial Aid Committee to determine how the grant will be allocated among the qualified students.
8. Each school receiving a St. Elizabeth Ann Seton Tuition Assistance Grant will forward to the Catholic Schools Office a list of grant recipients, including the amounts awarded to each student, within 10 school days of receiving the grant check.

**SCHOOL FINANCIAL AID APPLICATIONS MUST INCLUDE**

<p>A FACTS Financial Needs Assessment for EACH family applying</p> <p><b>(ONLY FACTS FINANCIAL NEEDS ASSESSEMENTS WILL BE ACCEPTED)</b></p>	<p><b>AND</b></p>	<p>Completed St. Elizabeth Ann Seton School Grant Application with signatures of Principal and Pastor for EACH family applying</p>	<p><b>AND</b></p>	<p>St. Elizabeth Ann Seton Tuition Assistance Grant School Grant Application Worksheet</p> <p><b>(MUST BE INCLUDED)</b></p>
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# DIOCESE OF CHARLESTON

## ST. ELIZABETH ANN SETON TUITION ASSISTANCE GRANT

### GRANT APPLICATION DIRECTIONS

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### REQUESTS

- The Principal of the Catholic School must send all applications to the Catholic Schools office.

### REQUIRED APPLICATION INFORMATION

- Family name and address
- Student(s) name and grade applying for the grant
- Total cost of tuition for the family for the school year for which you are applying for the grant
- The amount of tuition assistance the local parish and/or school has been able to grant the family
- Any other grant or assistance amounts approved for this family for the year applying.
- A completed FACTS Financial Needs Assessment form
- Completed School Grant Application Worksheet

### GUIDELINES FOR GRANTS

- All information provided in the application must be accurate.
- Students must be registered at the school for which they are applying.
- Catholic Families in good standing, with their pastor's endorsement, are eligible for a St. Elizabeth Ann Seton Tuition Assistance Grant.
- The family must comply with the policies of the diocese and the attending school.
- Families must remain current in their financial responsibilities to the school during the school year.
- Applications will not be processed until all requested information is received in the Catholic Schools Office. Incomplete applications not received by the deadline, will not be eligible for a St. Elizabeth Ann Seton Diocesan Tuition Assistance Grant for the applying school year.
- The Principal of the attending school must send all applications to the Catholic Schools Office. Applications will not be accepted directly from the requesting family.
- **FAMILIES MUST COMPLY WITH ALL GUIDELINES IN ORDER TO MAINTAIN THEIR GRANTS.**
- All previous St. Elizabeth Ann Seton Tuition Assistance Grant recipients must submit a completed application every year to be considered. There is no guarantee that past St. Elizabeth Ann Seton Tuition Assistance grantees will receive tuition assistance grants in the future.

**DIOCESE OF CHARLESTON**  
**ST. ELIZABETH ANN SETON TUITION ASSISTANCE GRANT**

**2018-19 GRANT APPLICATION**

Please type or print clearly on all parts of the application

<b>PARENT/GUARDIAN INFORMATION</b>			
Mother/Guardian Name:			
	First	Middle	Last
Mailing Address:			
	Street	Apt. #	City
Daytime #	Evening #	Cell#	
Father/Guardian Name:			
	First	Middle	Last
Mailing Address:			
	Street	Apt. #	City
Daytime #	Evening #	Cell#	

<b>STUDENT INFORMATION –CHILD ONE – For Parent to complete</b>			
Name:			
	First	Middle	Last
Date of Birth:        /        /			
mm/dd/yy			
<b>CHILD ONE 2017-18 SCHOOL INFORMATION – For School to complete</b>			
Name of School:			
City:			
Annual Tuition:			
Tuition Assistance amount from the school: \$			
Tuition Assistance amount from the parish: \$			
Other sources of tuition assistance: total amount \$			

<b>STUDENT INFORMATION –CHILD TWO – For Parent to complete</b>			
Name:			
	First	Middle	Last
Date of Birth:        /        /			
mm/dd/yy			

