



# BLUE ROCK SCHOOL

## FINANCIAL AID INFORMATION FORM

For the 2017-2018 School Year

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Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Grade Applying For: \_\_\_\_\_

Parents' names: \_\_\_\_\_

Address: \_\_\_\_\_

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Telephone: Home: \_\_\_\_\_

Office: \_\_\_\_\_

Cell: \_\_\_\_\_

1. List the total **yearly** contribution that you believe your family will be able to pay toward the annual tuition. *Please note:* this amount should not include the materials fee of \$700, which must be paid in full by every student.

\$ \_\_\_\_\_

2. On a separate sheet of paper, please write a letter describing your family's financial situation and the reason you are applying for aid. Make sure to include any special circumstances which you would like the Committee to consider (i.e. job loss, disability, illness, etc.). The Blue Rock School Financial Aid Committee finds this information very helpful in their decision-making process.

## Dear Family Requesting Financial Aid,

Blue Rock School is pleased to offer financial assistance to low-income families whose children would not otherwise be able to attend our school.

### Before requesting assistance, we ask every family to consider all possible outside resources:

- Higher income options or second jobs
- Re-prioritizing your family's lifestyle
- Shifting of funds being put aside for savings, college or retirement
- Loans and gifts from relatives
- Bank loans

The school is only able to offer assistance to families with demonstrable need and who possess no other resources or financial assets. Although we recognize that private school tuition is a great responsibility, the school relies on this income to retain our wonderful teachers and programs, which make Blue Rock such a unique school.

New families and those returning to Blue Rock School will follow the same application procedure. The application process includes a few steps, all of which should be completed by the deadline. **Families completing the application process after the deadline will miss the first round of awards, and will be considered on a rolling basis, if funds are still available.**

**THE APPLICATION DEADLINE IS: February 27, 2017**

### STEPS TO APPLY:

1. **Fill out the online application**, which can be found on the website for the School and Student Services for Financial Aid (SSS): <http://sss.nais.org/parents/>. SSS is a division of NAIS, an organization which Blue Rock School uses to help process financial aid applicants' information.
2. **Upload your 2015 and 2016 signed tax forms, including all schedules.**
3. **Upload 2016 W2s or 1099s, if applicable.**

Once you have completed the first three steps with SSS, they will then send your *Report of Family Contribution (RFC)* to Blue Rock School, in which they will recommend, based on their own formulas, what they believe your family can contribute toward the tuition. Please note that you may also receive a copy of this report directly from SSS.

4. **Fill out the Blue Rock School Financial Aid Information Form and write a letter explaining your family's situation** and why you are requesting aid. Describe any extenuating circumstances, such as loss of job, medical bills, etc. This letter should be sent directly to the Blue Rock School Admissions Office.

If you are unable to access the SSS website, upload your taxes, or print out the application paperwork, please contact the Admissions Office at 845-535-3353 and we will assist you.

Financial aid award decisions will be based on a combination of the recommendation from SSS, your tax returns, the information you have provided on the BRS Financial Aid Information Form and the accompanying letter, as well as the amount of financial aid dollars available. The Financial Aid Committee of the Board of Trustees will notify families regarding their awards by the beginning of May. All financial aid information provided to the committee is held in the strictest of confidence.

If you have any questions, please feel free to contact the Admissions/Financial Aid office at 845-535-3353 or [admissions@bluerockschool.org](mailto:admissions@bluerockschool.org).

# **BLUE ROCK SCHOOL**

## **FINANCIAL AID POLICIES AND PROCEDURES**

- Both parents are requested to make a sincere effort to contribute as much as they can financially toward a Blue Rock School education, considering all other options prior to applying for assistance.
- The application process and deadlines must be followed according to the instructions on the Financial Aid Application Letter. Late, eligible applications will be considered on a rolling basis, only after the timely applications have been processed; and the amount of aid they receive will depend on the funds available at that time.
- Financial aid is not automatically renewable. All families must reapply for financial assistance each year according to the school's established deadlines.
- We expect re-applying families to honor the annual tuition increase each year. This is a sum set by the Board of Trustees to help the school responsibly meet its expenses.
- New families applying for financial aid must have submitted to Blue Rock School an admissions application and fee for their child, prior to being considered for receiving financial assistance. Because of the particular timing required for the financial aid process, submission of financial aid materials may be due before the official admissions decision is made.
- Should major discrepancies be discovered in the information provided to the Blue Rock School financial aid committee, the school reserves the right to withdraw financial assistance at any time during the academic year.
- The school reserves the right to request additional financial information from applying families, if needed.
- Should the family's financial situation improve during the course of the year it receives aid, Blue Rock School requests that they consider making a tax-deductible contribution to help offset all or part of the amount they were awarded.
- In cases where one parent refuses to submit the necessary information to the financial aid committee, the school may consider offering an aid package toward ½ of the tuition cost. In cases where one parent does not participate in the child's education, the school reserves the right to waive the requirements of the forms, though it may request verification documents and/or copies of divorce decrees/agreements. The school reserves the right to review on a case-by-case basis.
- If a divorced parent has remarried, the assets and earnings of the stepparent will be considered, always bearing in mind other obligations of that stepparent.
- Many families attending Blue Rock School find it necessary for both parents to work at paying jobs in order to afford tuition. In cases where one parent does not work, and there are no pre-school children or elderly parents to care for at home, or health-related limitations, the school will assume that additional income would be available, were the second parent to work; and will figure this into their calculations. These applications are less likely to meet the required criteria.
- Blue Rock School is unable to provide financial assistance to families who have assets or resources set aside for retirement, college, etc., that could be otherwise used towards tuition.