

## Frequently Asked Questions

The objective of the Administration and Board is to make tuition accessible for every family desiring a Christian education at Grace Christian School. Their goal is to not have any child unable to attend based solely on finances. They continually work with families to help make tuition accessible for them.

Please contact Natalie Waters, Business Manager, with questions regarding the tuition assistance program. She may be reached at 802-447-2233 ext. 117 or via email at [nwaters@gcsvt.org](mailto:nwaters@gcsvt.org).

### How do I apply for Tuition Assistance?

GCS uses a third party vendor, FACTS, to process the applications. The online application for FACTS must be accessed through the link on the GCS website. <http://gcsvt.org/tuition-assistance/> It takes on average 40 minutes to complete a FACTS application. The application is essentially a financial disclosure statement. You will be required to send supporting documentation directly to FACTS. FACTS requires you to submit all pages of your Federal and State Tax return, W-2's, and Business returns, if applicable. Additional documentation may also be requested.

### May I complete the application in paper format instead of online?

Unfortunately, no. All applications must be submitted online.

### Who decides what tuition assistance is awarded and how is the decision based?

The Board of GCS has authorized a Tuition Assistance Committee to review and consider the recommendations for the applicants by FACTS. The Committee is ultimately responsible for determining the amount of the assistance given. Many factors are considered to determine the amount awarded to each family. These factors include but are not limited to, family income and expenses, net worth, debt levels, and number of children. In addition, special family circumstances are also considered when a letter of explanation is included. The amount of assistance granted can vary greatly depending upon all of the above factors.

### What if I miss the application deadline?

If a returning family misses the application deadline, they may still apply. However, they should contact the Business Manager prior to applying to ensure there are still funds available.

Applications for new families are considered as long as funds are available.

### Does my child's academic achievement or athletic ability influence the decision for assistance?

Grace Christian School does not award tuition assistance based on any form of merit. Tuition assistance is solely based on the financial need of the family.

### Do I need to re-apply each year?

Yes. Tuition Assistance applications and tax documentation for students must be submitted to FACTS by March 1 each year.

### Will my financial information be kept confidential?

Information submitted to FACTS is kept in strict confidence. All tax documents are submitted to and kept by FACTS. All members of the Tuition Assistance committee are sensitive to and fully aware of the need for confidentiality. In addition, we require that families who receive awards be discreet and keep the award amounts confidential and not discuss them with other families or teachers. The Business Office is not at liberty to discuss award amounts or make comparisons.

I am divorced or separated. Does my child's other parent need to apply?

When both parents in a separation or divorce situation are legally responsible for the financial support of the child, the financial information of both is considered and both parents must apply. Often there are other adults who are financially responsible for the child such as step-parents, foster parents, grandparents, etc. The person(s) providing the child with financial support are the ones who should be completing the FACTS application.

What if we are denied assistance or do not receive enough funds? Is there an appeal process?

One appeal may be filed online using the FACTS appeal process. Please provide any additional information that might help the Tuition Assistance Committee better understand your financial situation. The second decision of the committee is final.

When will I know if I have been awarded tuition assistance?

Applications will only be considered if they have been filled out completely and all requested documents have been submitted to FACTS. For applications submitted by the due date, a decision letter will be sent to you by March 15. For late applicants, a decision letter will be sent to you as soon as possible after the completed application and requested documents have been received.

## Payment Options

### Annual Plan

Full tuition is due by July 1 for the following school year

### Semi-Annual Plan

Two equal payments are due in July and December

### Ten Month Plan

Ten equal payments are due monthly beginning with July and ending in April

### Additional payment details:

We also use FACTS for tuition management. After submitting your tuition assistance application, you will receive emails to make a payment agreement with FACTS.