



# Saint John Berchmans School

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www.stjohnberchmans.org



## Pre-K 2008-2009 Request for Financial Aid

Thank you for your interest in our school! We understand and appreciate how much you value the Catholic education and services that St. John Berchmans School has to offer. We also understand that sometimes, providing this Catholic education for your child or children can seem financially out of reach. That is why we will do our best to work with you and your family to ensure that your child or children receive a quality education from St. John Berchmans. They are entitled to it!

We are pleased to be able to work with a variety of individuals, foundations and the state of Illinois in providing financial aid to our families. In 2007-2008, we provided over \$64,000 in assistance to families.

This packet will guide you through the process of applying for financial aid at our school. Please follow ALL INSTRUCTIONS and complete all the steps. Failure to do so will make your family ineligible for aid or scholarships.

**PLEASE NOTE: THIS IS A NEW PROCESS. IT MUST BE COMPLETED BY ALL FAMILIES WHO SEEK SCHOLARSHIP OR FINANCIAL ASSISTANCE, EVEN IF YOU HAVE RECEIVED AID IN THE PAST.**

### INSTRUCTIONS FOR FINANCIAL AID / SCHOLARSHIP

- Complete the "Common Application for Student Assistance".
- Collect all proper documentation of income (W-2, SSI, 1040) and attach to completed application.
- Compose and attach to completed application a brief letter explaining why it is important for your child or children to attend Catholic School and St. John Berchmans School specifically.
- Once this information is complete and submitted to the school office, administration will contact you to schedule an appointment with the principal to assess your financial need.
- A financial assistance plan and tuition agreement will be determined and signed by the parent and the principal before the first day of school.

### INSTRUCTIONS FOR AID FROM STATE OF ILLINOIS (see attached income guideline sheet to determine qualification)

- Illinois Action for Children application must be completed and submitted.
- Please note, we cannot approve any aid through this program until we have received notification from the state. Processing for this application through the state is 30 days – please submit early so that all paperwork can be complete by the beginning of the school year.
- Families who qualify for state aid MUST APPLY. Failure to apply will result in disqualification from ANY financial aid consideration.

Applications for financial aid will be considered on a first come, first served basis. **All forms should be submitted by May 16, 2008. If the forms have not been submitted with adequate time to process the application, parents will be responsible for paying full tuition until the forms are completed and processed.** If you have any questions, or need additional help completing the application, please contact Mrs. Rokat at 773/4861334 or [proketenetz@stjohnberchmans.org](mailto:proketenetz@stjohnberchmans.org).