

ממוןיד Maimonides School

Office of Tuition and Financial Aid • 34 Philbrick Road, Brookline, MA 02445
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FINANCIAL AID APPLICATION INSTRUCTIONS 2010-2011

Because of the increased need for financial aid among our families, the Tuition Committee asks for your full cooperation in meeting all deadlines. Your compliance will help to ensure that the Tuition Committee can work towards meeting the needs of all families.

March 22, 2010 is the deadline for filing your online application.

After reading these instructions, families should apply online.

Go to www.factstuitionaid.com and click "Applicant Sign In".

The application link is also available from our school web site,

www.maimonides.org/attending/financialAid.php

March 22, 2010 is also the preferred deadline for submitting your required tax documentation. April 15th is the final deadline.

Tax documentation should be faxed directly to FACTS.

Fax number: (866) 315-9264.

■ **Documentation Requirements (to be submitted to FACTS)**

- **Complete 2009 federal tax return filed with the IRS, including ALL schedules, forms and statements.** Worksheets are not necessary.

Please disregard FACTS documentation requirements and instead submit the complete return as Maimonides School requires.

- **2009 W-2 Wage and Tax Statements and/or 2009 1099 Statements**

- **Partnership or S Corporation:**

If S-Corporation, also fax Form 1120S (4 pages), Schedule K-1, Form 8825

If Partnership, also fax Form 1065 (4 pages), Schedule K-1, Form 8825

- **NEW REQUIREMENT: If you are a homeowner, please submit a copy of your 2009 property tax bill showing the assessed value of your home.** The Tuition Committee reserves the right to request additional documentation on a case by-case basis including but not limited to verification of child care expenses, out of pocket college expenses, vehicle payments, and certain household expenses.

- Section 2 of the application asks for annual tuition for **ALL** children attending a tuition-charging PK-12 school. For children attending Maimonides, please enter the following figures which include tuition and activity/security fees:

| | |
|--------------------------------|----------|
| Kindergarten | \$15,625 |
| Elementary School (Grades K-5) | \$17,420 |
| Middle School (Grade 6) | \$20,360 |
| Middle School (Grades 7 & 8) | \$21,830 |
| Upper School (Grades 9-12) | \$23,615 |

- Maimonides School requires families to fill out every field of the application including the non-shaded areas **with two exceptions:**

- In Section 1, please skip the questions about your place of worship and religious affiliation;
- In Section 2, please skip the question about the ethnicity of your children.

■ **Families are responsible for paying the \$25 Application Fee.**

This fee is paid directly to FACTS either by credit card or electronic check at the time you submit your online application. If applying on paper, include a check or money order or send in credit card information with your application.

■ **Families may submit letters directly to the school to explain circumstances that may not be covered in the FACTS application.**

Letters should either be mailed to the attention of Arline Tannenbaum at Maimonides School, marked "Personal and Confidential," or emailed to atannenbaum@maimonides.org. Letters must be received within five business days of filing your FACTS application to be considered.

**2009 tax returns are required for
an application to be considered complete.**

You MUST file your online application by the March 22nd deadline, even if you have not yet filed your taxes. Your adjusted gross income will be automatically updated upon receipt of your filed 2009 federal tax return. Please note that no final decisions about aid grants will be made until a complete 2009 return has been submitted.

If you have mailed your tax return, you must sign and date the copy that you send to FACTS. If you have filed your return electronically, you must submit to FACTS a copy of the electronic confirmation of receipt issued by the IRS. **Do not submit your tax return in advance of submitting it to the IRS. The Tuition Committee does not accept drafts.**

We expect that you will comply with our deadlines by filing your taxes EARLY. If you are not able to meet the March 22nd deadline or the later deadline of April 15th, you may be asked to sign a full-pay contract that will be adjusted when the 2009 documentation is received. If there are extenuating circumstances that require taking an extension, the Tuition Committee may grant Provisional Aid based on 2008 tax returns and 2009 W-2/1099 forms. Provisional Aid Grants are subject to change based on a final review by the Tuition Committee after the complete 2009 tax return is submitted.

Any questions regarding the financial aid process should be addressed to Arline Tannenbaum, Tuition Administrator, at 617-232-4452 x 425 or atannenbaum@maimonides.org.