

## Tuition Assistance Process

*Weekly Mass Attendance and Weekly envelope use is a requirement for receiving assistance for the 2009/2010 school year. The Finance Office verifies attendance by the frequency of your envelopes/ParishPay usage.*

- Step 1: Request Nativity Catholic School tuition assistance application from the Finance Office at time of submitting your completed Financial/Enrollment Contract. Contracts must be submitted by March 13, 2009.
- Step 2: The Finance Office will send the application information home to you via your eldest student's backpack the week of March 16<sup>th</sup>.
- Step 3: Complete the FACTS Grant & Aid Assessment Application form either online at [www.factstuitionaid.com](http://www.factstuitionaid.com) or by completing the paper application and mailing it to the address provided on the form by **March 31, 2009**. \*Note: Applications received after March 31, 2009 will be placed on a waiting list for Nativity tuition assistance.
- Step 4: If applying for Diocesan Tuition Assistance, you must complete a special Diocesan Student Information Form found at [www.diostpete.com/financialaid/](http://www.diostpete.com/financialaid/) by **April 24, 2009**.
- Step 5: You will be notified of any Nativity Tuition Assistance no later than **April 8, 2009**. Recipients of Nativity Tuition Assistance must then come to the Finance Office to sign their grant award by **April 24, 2009**.
- Step 6: All families must submit their first tuition payment by **May 1, 2009**.
- Step 7: Any other tuition assistance awards you may receive will be applied at the time Nativity is officially notified by the grantor. At that time, your remaining tuition balance will be decreased by the amount of the other award.