



### Tuition Assistance Instructions

Shepherd of the Lakes Lutheran School wants a quality Christian education to be a reality for all families. This is why we strive to make our tuition the most affordable in the area. However, for some families it is still prohibitive. Need-based assistance is available for kindergarten and elementary students. Families who are unable to pay our full tuition are encouraged to apply.

Please note the following grant guidelines:

- If you are a past recipient of financial aid you must apply each school year.
- There is no need-based financial aid for our preschool, prekindergarten, or extended care programs.
- The maximum amount of aid is half of student tuition. Not all requests will be granted the maximum amount.
- Families must pay applicable registration fees.
- Families that receive aid will be asked to perform volunteer service. The principal will monitor your hours. Be sure you sign in and out each time you volunteer. If you volunteer after school hours, please submit a written record of those hours to the principal. Expected hours are as follows:
  - 50% tuition assistance = 50 hours of volunteering per school year
  - 40% tuition assistance = 40 hours of volunteering per school year
  - 30% tuition assistance = 30 hours of volunteering per school year
  - 20% tuition assistance = 20 hours of volunteering per school year
  - 10% tuition assistance = 10 hours of volunteering per school year
- All grants are confidential. Please do not cause division among school families by discussing aid. Families that disregard this request will jeopardize their aid.
- Families that are members of another Christian church are also encouraged to approach that congregation for financial assistance.



Application for Tuition Assistance

Please fill out this form completely. Do not leave any lines blank. If it does not apply, write N/A.

All information provided will be kept in strict confidence.

Father's Name \_\_\_\_\_ Mother's Name \_\_\_\_\_

Father's Employer \_\_\_\_\_ Mother's Employer \_\_\_\_\_

Student(s) applying to Shepherd of the Lakes

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

How many of each resides in your home? \_\_\_\_\_ Parents \_\_\_\_\_ Children \_\_\_\_\_ Other

Mother's Marital Status (circle) Married Single Widowed Separated Remarried

Father's Marital Status (circle) Married Single Widowed Separated Remarried

Other Sibling Information (for children not attending Shepherd of the Lakes)

Name(s) \_\_\_\_\_

Age(s) \_\_\_\_\_

School(s) \_\_\_\_\_

Church your family belongs to \_\_\_\_\_

To the best of your knowledge your church attendance over the last 52 Sundays was approximately \_\_\_\_\_ out of 52.

May we contact your pastor? \_\_\_\_\_ Yes \_\_\_\_\_ No

I am willing to volunteer on the school's auction and golf outing committees \_\_\_\_\_ Yes \_\_\_\_\_ No

I would also be willing to volunteer in other areas. My interests/gifts include:

Has your family's income changed dramatically since your most previous tax return?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please explain reason for change.

Please share briefly why you are unable to pay the whole sum of tuition (i.e. I don't make enough, we had an emergency, we took on too much debt, etc.)

Please share any other special circumstances.

I am requesting:

- A specific amount \_\_\_\_\_ (please provide amount)
- Whatever aid is possible/available

If more information is needed I am willing to meet with Christi Gaertner to discuss my application.

\_\_\_\_\_ Yes \_\_\_\_\_ No

Please provide copies of the following (these items will not be returned)

\_\_\_\_\_ Previous year's Federal IRS Form 1040

\_\_\_\_\_ Copy of your previous year Contribution Statement from your church (No student will be denied financial aid due to lack of giving financially to Shepherd of the Lakes or any other church. Aid will be provided on a "need-based" basis, determined largely by your income and fixed expenses. However, additional consideration/aid may be offered to those families who are sacrificial supporters of their congregation's ministry. If you wish not to be considered for this additional support, simply do not provide a Contribution Statement).

\_\_\_\_\_ This three-page student tuition assistance application

**Certification and Signatures**

I (We) hereby certify that the information, the form, and all attachments are complete and accurate to the best of my (our) knowledge. I (we) understand that I (we) may have to submit additional documentation if requested.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_  
(Print)

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_  
(Print)

Please deliver/mail to:

Shepherd of the Lakes Lutheran School  
Confidential Attention: Christi Gaertner  
2101 S. Hacker Rd.  
Brighton, MI 48114