



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, elementary, and middle school students. Families who are unable to pay our full tuition are encouraged to apply.

Please note the following grant guidelines:

- Families that are past recipients of financial aid must apply each school year. Current school families must apply by March 1, 2017 to be considered for the 2017-2018 school year. Families should submit W-2s or 1099s from 2016. Current school families should not expect funds if they apply after March 1. Returning families must enroll their children by June 1 or the tuition assistance award is no longer guaranteed.
- New families must enroll their children within one month of their tuition assistance award or the amount is no longer guaranteed.
- 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. Tuition assistance recipients are not eligible for a 3% discount if tuition is paid in full at the start of the year.
- Families that receive aid will be asked to perform service hours. The principal will monitor the hours. It is the families' responsibility to submit monthly timesheets. (Please note that failure to complete volunteer hours may impact future tuition assistance awards or may require you to pay back the tuition assistance funds.) Expected hours are as follows:
 - 50% tuition assistance = 50 service hours per school year
 - 40% tuition assistance = 40 service hours per school year
 - 30% tuition assistance = 30 service hours per school year
 - 20% tuition assistance = 20 service hours per school year
 - 10% tuition assistance = 10 service hours 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. Priority will be given to SOTL members and families that do not have a church home.



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 _____

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

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

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

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

Name(s) _____

Age(s) _____

School(s) _____

Church your family belongs to _____

How will you complete your service hours? What are your interests and gifts?

Has your family's income changed dramatically since your most previous W-2 or 1099?

_____ 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 W-2s or 1099s (completed tax return is not required)

_____ 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

You may also scan this completed application and your previous year's W-2s or 1099s and email them to Christi at cgaertner@sotlschool.com.