



3155 Paulskirk Drive • Ellicott City, Maryland 21042
410-461-9111 • Fax: 410-461-8621 • www.resstpaul.org

November 15, 2011

Dear Parents/Guardians:

Please read this letter carefully as it contains important information regarding financial aid for the 2012-2013 school year. Once again FACTS Grant & Aid Assessment will be conducting the financial need analysis for Resurrection-St. Paul School. Families applying for financial aid will need to complete an online application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment no later February 29, 2012. In an effort to facilitate the process and to promote environmental responsibility, we do not offer paper applications. Applicants may begin to apply in November 2011 at www.factstuitionaid.com. (The link may also be found on our school website under tuition assistance.) The application cost per family is \$23.00 and will be collected directly by FACTS at your time of application. Once an online application has been completed, the following information will need to be sent to FACTS to complete the application process:

- Copies of your 2010 Federal tax forms including all supporting tax schedules.
- Copies of your 2011 W-2 forms for both you and your spouse.
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

All supporting documentation can be faxed to 1-866-315-9264 or mailed to the address below:

FACTS Grant & Aid Assessment
P.O. Box 82524
Lincoln, NE 68501-2524

As in years prior, parish tuition assistance is for registered parishioners of the Church of the Resurrection or St. Paul Church, however, **this year tuition assistance will also be awarded by the Archdiocese of Baltimore.** The Archdiocese is also contracted with FACTS Grant & Aid Assessment so each family need only apply for assistance once. All applications will be reviewed by the Archdiocese to determine which families may also qualify for Archdiocesan aid.

In order to facilitate the Archdiocese in their aid process, we must strictly adhere to **their** deadlines set forth below. Although the FACTS system may allow you to input an application after the February 29th deadline, these applications WILL NOT be processed by the Archdiocese or the parishes.



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Financial Aid Process

Nov 15 th :	Application process is open.
Feb 29 th :	Application period for upcoming school year ends and all supporting documentation must be submitted to FACTS for verification. Applications submitted without proper verification documentation will not be considered in the aid process.
March 1 st – March 31 st :	Department of Catholic Schools Review and awarding period.
March 25th	Schools will receive a copy of suggested awards for Principal Comment no later than March 31 st .
April 1 st – April 15 th :	Department of Catholic Schools notify families of Archdiocesan aid awards.
April 1 st – April 30 th :	Parishes/ School review applications and notify families of parish aid awards.

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 1-866-315-9262 or contact the business office at stornatore@resstpaul.org.

Sincerely,

Mrs. Sharon Tornatore
Business Manager
Resurrection-St. Paul School