

FINANCIAL AID AND SCHOLARSHIP APPLICATION PROCEDURES

IMPORTANT DATES

January 14, 2008 – Financial Aid Application due to FACTS Grant & Aid Assessment (FACTS). Form 4506 and Personal Letter due to FSHA Business Office at 440 St. Katherine Drive, La Cañada Flintridge, CA 91011 (Attn: Business Office)

February 15, 2008 – Tax Information due to FACTS

March 7, 2008 – Financial Aid and Scholarship decisions mailed to new students

March 21, 2008 – Financial Aid and Scholarship decisions mailed to returning students

FINANCIAL AID APPLICATION CHECK LIST

Applying online is the fastest and most direct method of submitting your application. It allows the Academy to efficiently view your application electronically upon submission. We strongly recommend applying online.

Apply online at: www.factstuitionaid.com. Paper applications will be available after October 31, by email request to businessoffice@fsha.org. Please include the student's name, grade and address to mail the application.

Step 1: Submit your application and the following information to FACTS (see deadlines above)

- ✓ Payment of the \$20.00 nonrefundable application fee
- ✓ Signed and completed paper application or completed online application
- ✓ Copies of your 2007 tax return (Form 1040, 1040A or 1040-EZ)
- ✓ Copies of your 2007 W-2 Wage and Tax Statements for both you and your spouse
- ✓ Copies of supporting tax schedules as listed on FACTS application

Mail paper applications to: FACTS Grant & Aid Assessment, PO Box 5688, Lincoln, NE 68505. Tax information may be mailed or faxed to FACTS at 866-315-9264. Help is available from FACTS at 866-315-9262 or by email at help@factstuitionaid.com.

Step 2: Submit the following information to the FSHA Business Office by January 14, 2008

- ✓ Personal letter addressed to the President, outlining your financial need and how you and your family might assist FSHA in the future
- ✓ Sign enclosed IRS Form 4506

The Academy reserves the right to request additional financial information. In addition, the Academy reserves the right to withdraw financial aid at any time during the school year should discrepancies be discovered in the information provided.

SCHOLARSHIP APPLICATION PROCEDURES

Merit Scholarships are academic awards available to 9th grade students regardless of their financial need. Applicants must take the HSPT Entrance Exam designated "for Merit Scholarship eligibility" on **December 8, 2007**. All students who take the HSPT are automatically eligible to receive the Merit Scholarship; **no further action is required**.

Alumnae Scholarships are awarded to 9th grade students whose relative is an FSHA alumna and who has a strong academic record. See the FSHA *Financing a High School Education* brochure for additional information on this program. To apply, please submit a personal letter to the President including a description of the alumnae relation, their participation in the Academy since graduation, and the applicant grades and activities by **January 14, 2008**. Financial Aid application is not required.

LATE APPLICATIONS

A file is considered COMPLETE when the FACTS Grant & Aid Assessment application, 2007 tax returns, W-2's and/or 1099's and other tax supporting documentation, Form 4506 and your Personal Letter to the President are received from both parents, either jointly or separately, including signatures. Please do not assume that any of the requirements do not apply in your case, which may jeopardize the consideration of your family's application for financial aid by filing late. If you feel you cannot meet the expectations outlined here, we encourage you to call and discuss your situation. All late applications will only be considered after all timely applications have been reviewed and then only if there are funds remaining. If funds are not remaining, qualifying late applicants will be placed on a wait list provided a complete application has been received.

See *Financing a High School Education* brochure for additional information on philosophy, guidelines and other sources for financial assistance. You may also contact the Director of Financial Aid at businessoffice@fsha.org or by phone at 626-685-8550.