

ARCHDIOCESE OF DETROIT
ANNUAL TUITION ASSISTANCE PROGRAM
PARENT INFORMATION SHEET
2011-2012 School Year

WHAT IS IT?

As a result of the Stewards for Tomorrow Campaign and the establishment of an Archdiocesan Endowment, the Archdiocese of Detroit extends tuition assistance grants to **Catholic** families with children in grades 1-12 attending Catholic Schools. The award for this year is \$800.00 (Elementary) and \$700.00 (High School).

MUST FINANCIAL NEED BE DEMONSTRATED?

Yes. A Student Aid Form must be completed by each family applying, and mailed directly to Private School Aid Service (PSAS) in Lakewood, Ohio. Awards are based solely on financial need. **Receiving an award in previous years does not guarantee award for the current year.**

WHAT IF MY SCHOOL HAS AN INDEPENDENT CONTRACT WITH PSAS?

If your school has an independent contract with PSAS, you will only need to complete one application to be considered for the Archdiocesan Tuition Assistance and the Independent School. Only one fee of \$ 20.00 is required. If your school has an independent contract with PSAS, you will automatically be considered for both awards. **Please note: Independent school contracts may require earlier deadline dates, and may have different guidelines or requirements to qualify for their grant awards/scholarships.**

HOW DO I APPLY?

The Student Aid Form can be obtained from your school, and constitutes your application when it is completed and sent to PSAS.

The pastor will not be required to sign the application, but instead will be sent a list of all applicants who applied for his parish. If the pastor does not verify that you are an **active** parishioner, your application will not be processed. **It is important that your parish be notified of any name differences (ie: The student's name is different from the parent).** The family must also send \$20 to PSAS to cover the cost of the evaluation and processing. Please send a check or money order. It is important that you keep a copy of all checks/money orders and a copy of your application after completed.

Letters will be mailed to the applicants informing them of the status of their applications. **There is no appeal process.** The applications are carefully evaluated by PSAS in order to determine need. This will serve as the final determination to awarding grants. All award money will be designated; therefore, no more funds will be available.

WHAT IS THE TIME-TABLE FOR 2011-2012

- Mid January.....PSAS application forms available at the school.
- April 11.....**DEADLINE** for grant applications received by PSAS
- July 30.....Letters mailed to applicants, schools and parishes announcing the grant awards or denials.
- September Schools will receive a Tuition Assistance Grant report to complete and return to the Department of Education for the processing of their checks.
- NovemberAward checks will be mailed to the parish if documents are received by the required deadline date.

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PARENT INFORMATION SHEET (Continued)

NOTES

- Only one application should be submitted per family, regardless of the number of school children.
- More than one child in a family may receive a grant.
- Only children in grades 1 to 12 are eligible for grants.
- The Pastor will be sent a list with the names of each applicant who applied from his parish. He must verify from the list that each is an **active** parishioner. If he does not verify, your application will not be processed. **Important: the parish is not involved in the financial evaluation or the awarding of grants.**
- The PSAS Student Aid Form provides a reasonable evaluation, and is the simplest and least costly of these financial evaluation services.
- Applications will be received until April 11, but it is advisable to send them as soon as they are completed to avoid possible mailing and cut-off problems.
- The reception of other forms of financial assistance such as already existing parish, vicariate or Catholic school scholarships or grants, does not exclude the awarding of an Archdiocesan grant.
- All **Catholic families** in the Archdiocese of Detroit are eligible for these grants, providing their child or children are enrolled in a parish, central or private Catholic school for September.

**DEPARTMENT OF EDUCATION
TUITION ASSISTANCE OFFICE**

Recorded Message for Frequently Asked Questions:
(313) 237-5767

Angela R. Naylor, Tuition Assistance Coordinator
Direct Line: 313-237-5775

Because of the volume of calls, please allow up to 24 hours to have your call returned. Thank you.