



## TUITION ASSISTANCE POLICY

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### **Philosophy**

When Oxbow Schoolhouse was founded in 2009, the original members desired to provide a Waldorf-inspired education for children that was within the financial reach of as many families as possible. Our tuition assistance program attempts to close the gap between set tuition and a family's ability to pay, to encourage economic diversity at the school and to support full enrollment and the long-term financial stability of the school.

### **Eligibility**

All families are eligible and encouraged to apply.

### **When Do I Apply?**

New Families should submit an application to FACTS as soon as you have applied for admission. Current families should submit their Enrollment Contract with the "Tuition Assistance Applicants" box signed by Mid-February and apply to FACTS at this time.

April 30<sup>th</sup>: Complete online applications must be submitted to FACTS.

May Board Meeting: The board reviews data, sets awards, and families are notified.

June 1<sup>st</sup>: Awardees must re-confirm need and accept award.

### **How Do I Apply?**

**Apply online to FACTS:** 1) Click [HERE](#) to access the FACTS Tuition Management website. 2) Sign In or Create a New Account. 3) Fill out and submit your online application. If you do not have internet access, please contact the Administrator.

Timely submission of the family's financial information to FACTS is critical to the Tuition Assistance process. Awards will not be granted without the complete FACTS application. Because funds are finite, late submissions will be considered only if funds remain available.

*It is very important to revisit the FACTS website to make sure your application has been completed. Oxbow Schoolhouse will not consider an incomplete application.*

### **Non-discrimination**

Oxbow Schoolhouse admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admission policy, tuition assistance policy, and other school administered programs.



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### Other Information

**How are tuition assistance awards determined?** FACTS Grant & Aid Assessment will conduct the financial-need analysis for Oxbow Schoolhouse for the upcoming school year. FACTS will review the submitted information and calculate a suggested amount for the family to contribute toward their child's education. FACTS serves as an unbiased reviewer of the information submitted. Maximum Tuition Assistance Discounts of up to 50% of the total tuition amount may be awarded. Enrollment Deposit and Materials Fees are not eligible for Tuition Assistance.

The Oxbow Schoolhouse Board of Directors grants tuition assistance discounts on the basis of demonstrated financial need and the availability of funds up to 10% of the total annual budget at the Board's discretion. The Finance Committee will use the recommendation of FACTS to help determine the amount of assistance that will be awarded. The Finance Committee will present the information from FACTS to the board at the May meeting.

The Tuition Assistance process is held in strict confidence and with deep respect for privacy. *When you request tuition assistance, only the Administrator is aware of your request. The Administrator is the only person who has access to your financial report from FACTS. The identity of the family is not shared - only the amount of assistance recommended by FACTS.* All Tuition Assistance awards are considered confidential agreements. We ask the same of our Tuition Assistance families. Please do not share or publish your Tuition Assistance, in general or in detail, with your peers.

All families that apply for financial assistance will receive a letter regarding the status of their application, whether aid was granted or not. All Tuition Assistance awards are made for one year only. Each year and for each child, parents must apply and submit an application and supporting documents. Financial Aid decisions are made independently of the admissions process.

**How does this process work for divorced, separated, single or remarried parents?** We believe that the financial responsibility for a student's educational expenses rests with the student's biological parents, regardless of marital status or living situation. If either parent has remarried, the analysis considers the assets and earnings potential of the stepparent as well. If either parent lives in a household with another adult, we may consider the assets and income of that person, depending on circumstances. In view of this, both natural parents and their current spouses need to fill out a separate application. Divorced parents must provide a court-ordered document that specifies the financial responsibility regarding educational expenses. If there is no specification, a non-custodial parent must provide financial information.

**Change in Circumstances:** Tuition Assistance recipients are required to notify the Administrator of any material changes in financial status at any time. Failure to report these changes may jeopardize future awards. Tuition Assistance is awarded according to the application at the time of the award. Any changes in the FACTS application, at any later time, may necessitate an adjustment in the award.

**Have questions regarding Tuition Assistance?** Please contact FACTS Grant & Aid: 866-315-9262, [info@factstuitionaid.com](mailto:info@factstuitionaid.com), [www.factsmgt.com](http://www.factsmgt.com) Additional Questions? Please contact the Oxbow Schoolhouse Administrator.