



Park House Preschool Tuition Hardship Assistance Application

Purpose:

The purpose of the Tuition Hardship Assistance Program is to offer an avenue for families who are experiencing extraneous hardships that require special tuition dispensation in order to meet their contractual financial obligations to the school. A limited amount of financial assistance is available through the Silverton Arts Association Hardship Fund. Eligible students must be formally registered for the program. Families must demonstrate financial need or hardship.

How to Qualify:

Families who fall into circumstances that impede their ability to maintain tuition payments on a current basis may want to consider applying for hardship assistance through this program. In order to be considered for hardship assistance, a family must complete an application form and submit it to the Preschool Director by the second Monday of the school month. It is critical that the requesting family submit a completed form and also understand that the granting of any hardship assistance is based on the sole discretion of the Committee and the availability of any discretionary revenue. The submission of requests does not automatically guarantee tuition assistance. Eligibility will be determined by the Park House Preschool Director & Silverton Arts Association Executive Board using Federal Poverty Guidelines. Decisions made by the SAA Executive Board will be emailed within ten (10) days after the board meeting. These decisions will be final and will not alleviate any contractual tuition amounts due unless specifically outlined in the decision email. All shared information will be done in the strictest of confidence.

Each application must have attached all the following items in order to be considered.

1. Copy of current year's tax forms/returns
2. Last 2 pay stubs or other income statements for each parent/guardian

The above documentation must demonstrate income at or below the income level in the chart included here:

2016 Federal Poverty Guidelines

Family Size	Gross Annual Income	Gross Monthly Income	Approximate Hourly Wage
1	\$11,880	\$990	\$5.71
2	\$16,020	\$1,335	\$7.70
3	\$20,160	\$1,680	\$9.69
4	\$24,300	\$2,025	\$11.68
5	\$28,440	\$2,370	\$13.67
6	\$32,580	\$2,715	\$15.66
7	\$36,730	\$3,061	\$17.66
8	\$40,890	\$3,408	\$19.66
Over 8 add per person:	\$4,160	\$347	\$2.00

Source: Federal Register vol. 81, no. 15, January 25, 2016, pp. 4036-7. Monthly and hourly income calculated by OCPP and rounded to the nearest dollar and cent, respectively. The hourly rate is based on 40 hours of work per week for a full year (2080 hours). These guidelines are for the 48 contiguous states and the District of Columbia.

Child's Full Name: _____ Date of Birth: _____

Contact Parent/Caregiver Name: _____

Contact Phone: _____ Contact Email: _____

I hereby certify that all the information contained in this application is true and correct. In addition, I have attached a copy of my most recent income tax form with my identifying information removed. I understand that scholarship requests will not be considered without appropriate documentation. Financial documentation will be used solely to determine eligibility. I also understand that any misrepresentation of the information contained in this document does constitute fraud and will, therefore, deem this application null and void.

Signature of Parent or Guardians:

_____ Date: _____

Questionnaire:

Explain in detail the extenuating circumstances that have led to this request. Attach additional pages and all documentation to corroborate your hardship experience. Again, it is the burden of the requestor to show need and to illustrate the reasons to warrant a "Yes" vote. Also remember, that the Questionnaire and all accompanying pages will be sent to the Committee for review.