Grace Chapel Lutheran School

**Tuition Assistance Agreement**

*Due by February 21, 2020 for returning students*

The Tuition Assistance Program of Grace Chapel Lutheran School is designed to provide financial assistance to any family that wishes to send their child(ren) to the school but cannot afford the entire rate of tuition. Grace Chapel does not have enough tuition assistance funds or resources to meet everyone’s request or need. Parents sending their children to Grace Chapel are expected to make tuition payments a priority and, therefore, will make financial decisions in order to meet tuition obligations.

In accepting Grace Chapel Lutheran School’s offer of tuition assistance for the 2020-2021 school year, the Parent/Legal Guardian, agrees to the following:

1. Apply for Tuition Assistance through FACTS.
2. Furnish FACTS with all required documentation of income, including, but not limited to completed tax returns and W-2s.
3. Include in the FACTS application ALL household income.
4. Prioritize tuition payments over discretionary spending such as vacations, cars, entertainment, etc..
5. Notify the school if the Parent/Legal Guardian’s financial condition substantially improves during the school year.
6. That the tuition assistance provided is sufficient to enable the parent/legal guardian to pay the remaining tuition. Failure to pay tuition may result in cancellation of assistance and withdrawal from enrollment.
7. That if the parent/guardian experiences difficulty affording payments with the assistance provided, he/she will seek other sources of assistance (church, grandparents) before requesting additional assistance from Grace Chapel.
8. Should discrepancies be discovered in the information provided to FACTS, Grace Chapel reserves the right to withdraw tuition assistance at any time during the school year.
9. Grace Chapel expects **confidentiality in all matters regarding tuition assistance** and may withdraw tuition assistance at any time if there is a breach of confidentiality.

By signing below, I agree to accept the tuition assistance awarded for the 2020-21 school year and the conditions attached to the award. I understand that if any information provided to FACTS or Grace Chapel Lutheran School is found to be incorrect, my child(ren) will be subject to retroactive loss of tuition assistance.

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Signature of Parent/Legal Guardian Date

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Signature of Party Responsible for tuition if Date

different than Parent/Guardian