

Catholic Schools Office

DIOCESE OF WORCESTER • 49 ELM STREET, WORCESTER, MASSACHUSETTS 01609 • (508) 929-4323 • FAX (508) 753-7180



Policies & Procedures Diocesan Catholic Schools System Tuition Assistance Fund 2011-2012 School Year

The following Central Catholic schools participate in the FACTS Grant & Aid Assessment application process for grades K-12. In order to qualify for financial aid, Parents of students in Central Catholic Schools must complete their online enrollment process including payment of the registration/re-registration fee as well as their tuition payment agreement with the following schools:

Holy Name Central Catholic Jr. Sr. High School	Worcester
St. Peter-Marian Central Catholic Jr. Sr. High School	Worcester
St. Bernard's Central Catholic High School	Fitchburg
St. Peter Central Catholic Elementary School	Worcester

The following Diocesan Parish and or Regional schools participate in the FACTS Grant & Aid Assessment application process for grades K-12. In order to qualify for financial aid, students must be enrolled and where applicable have completed their tuition agreement with the following schools:

St. Anthony Elementary	Fitchburg
St. Bernard Elementary	Fitchburg
Our Lady of the Rosary Elementary	Gardner
Sacred Heart Elementary	Gardner
St. Anna Elementary	Leominster
St. Leo Elementary	Leominster
Milford Catholic Elementary	Milford
Assumption Elementary	Millbury
St. Bernadette Elementary	Northboro
St. Mary Elementary	Shrewsbury
Trinity Catholic Academy	Southbridge
Our Lady of the Valley Regional	Uxbridge
St. Anne Elementary	Webster
St. Joseph Elementary	Webster
St. Louis Elementary	Webster
Our Lady of the Angels	Worcester
St. Mary Elementary	Worcester
St. Mary Jr. Sr. High School	Worcester
St. Stephen Elementary	Worcester
Venerini Academy	Worcester

- 1. Returning Students (students that are currently enrolled for the 2010-2011 school year in a Central Catholic, Diocesan Parish and or Regional school) must apply and meet the deadline of on or before Monday, April 25, 2011. Applications received after this date, will not be processed or considered by the Committee.**
- 2. Parents that have children attending a Central Catholic School and a Diocesan Parish and or Regional School are to apply online after the enrollment process and tuition payment agreement process has been completed for the Central Catholic School student. Upon completion parents will be instructed to go directly to the FACTS Grant & Aid Assessment website to apply. By following this procedure and selecting the Central Catholic School, parents will not have to submit the \$25.00 application fee.**
- 3. On line web applications must have a submit (receipt) date by the FACTS Grant & Aid Assessment Team in Lincoln, Nebraska of on or before Monday, April 25, 2011.**
- 4. Online web applications that are submitted on time (see dates above) will have an allocation date of on or before Friday, May 20, 2011. This date is set by the Diocesan Catholic Schools System Tuition Assistance Fund Committee.**
- 5. Only one application per family needs to be filed, no matter how many Diocesan Schools your children attend. All students must be listed on one application.**
- 6. Please note the application deadline, as they will be strictly adhered to, with no exception.**
- 7. Parents that have children enrolled only in a Diocesan Parish and or Regional School are strongly encouraged to apply online. You will save time and will eliminate the possibility of an incomplete application being filed. FACTS Grant & Assessment website is: www.factstuitionaid.com (this website does not apply to Central Catholic Schools)**
- 8. Applications are not to be returned to the school or the Catholic School Department. All applications and supporting documentation must be returned to:**

**FACTS Grant & Aid Assessment
P.O. Box 82524
Lincoln, NE 68501-2524**

9. NEED HELP? FACTS Grant & Aid Assessment Customer Service is available to help you Monday through Thursday, 10:a.m.-7:00 p.m., Central time, and Friday, 10:00 a.m.-5:00 p.m., Central time. Please call 1-866-315-9262.

10. No application will be processed unless a student is enrolled to attend one of the schools participating in the FACTS Grant & Aid Assessment application process and their parents have completed their tuition agreement with the school (where applicable).

11. Only applications with a verified status from the FACTS Grant & Aid Assessment Team will be processed.

12. No application will be processed with only a submitted status from the FACTS Grant & Aid Assessment Team. If you have failed to submit the supporting documentation needed to process your application, the FACTS Grant & Aid Assessment Team will notify you.

13. Parents may check the status of their applications by calling 1-866-315-9262, FACTS Grant & Aid Assessment.

14. Student Withdrawal from one of the above Participating Schools:

Any student that withdraws from one of the above listed Participating Schools; the student's award will be rescinded back to the Fund for reallocation by the Committee and Financial Aid Director.

15. Student Transfer from one of the Participating School to another Participating School:

Any student that transfers from one of the above Participating Schools to another Participating Schools within the Fund; the student's award will be re-calculated based upon the tuition amount of the new school of transfer. In the case of an increase of tuition rate at the school of transfer – no increase of award will be granted. This financial aid award will not transfer unless the Financial Aid Director is notified in writing of the student transfer by both schools.

16. A second round with limited funding and if funding is available will be determined by the Diocesan Catholic Schools System Tuition Assistance Fund Committee for NEW students that have enrolled in one of the above listed Participating schools and where applicable, have completed their tuition agreement with the school on or after

Tuesday, April 26, 2011. This second round for new students will have an allocation date of on or before Friday, October 7, 2011, which is set by the Committee, if funding is available

- a. On line web applications for this new student round, must have a submit (receipt) date by the FACTS Grant & Aid Assessment Team in Lincoln, Nebraska of on or before Friday, September 16, 2011.**
- b. Please note: numbers 1,6,8,9,10,11,12,13,14,15,16 above are applicable to this new student second round. Parents of students in Central Catholic Schools must complete their online enrollment process and also their tuition payment agreement with the school in order to qualify for aid.**
- c. Returning Students (students that are currently enrolled for the 2010-2011 school year in a Central Catholic, Diocesan Parish and or Regional school) must apply and meet the on or before Monday, April 25, 2011 deadline. Applications received after this date, will not be processed or considered by the Committee.**