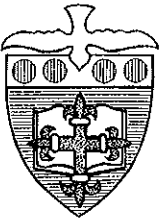


Catholic Schools Office

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 2012-2013 School Year

The following Central Catholic schools participate in the FACTS Grant & Aid Assessment application process for grades K-12. In order to apply for financial aid, parents of students in Central Catholic Schools must complete their child's online enrollment process of; payment of the registration/re-registration fee, setting up and completing a FACTS Tuition Payment Plan agreement and completing and submitting the registration form 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 apply for financial aid, all 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

International and pre-kindergarten students are ineligible to apply for and receive awards from any scholarship program.

The deadline for submitting an application for financial aid is Friday, April 27, 2012. Applications submitted after this date will not be processed or considered by the Committee. This deadline will be strictly adhered to.

Parents that have children attending a Central Catholic School and a Diocesan Parish and or Regional School are to apply online after the 3 step enrollment process has been completed for their 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.

Notification letters will be mailed out June 4, 2012.

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.

Parents that have children enrolled only in a Diocesan Parish or a Regional School are to apply online. You will save time and will eliminate the possibility of an incomplete application being filed. FACTS Grant & Aid Assessment website is: www.factstuitionaid.com (this website does not apply to Central Catholic School students)

All required supporting documentation must be submitted to:

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

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.

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

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.

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

Student Withdrawal from a Participating School:

If a student withdraws from one of the above listed Participating Schools, the student's award will be rescinded and it will be reallocated by the Committee and Financial Aid Director.

Student Transfer from one of the Participating Schools to another Participating School:

If a student transfers from one of the above Participating Schools to another Participating School 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.