



# Greene Towne Montessori School

## APPLYING FOR FINANCIAL AID for the 2020-2021 SCHOOL YEAR

Greene Towne Montessori School has offered financial aid since its start in 1966 as part of the founders' vision for a "racially, religiously, and economically integrated school." Greene Towne's Financial Aid program is designed to provide tuition assistance to those children who would be unable to attend without financial help. Financial aid is based on a family's demonstrated need and the availability of funds. Admissions decisions are need blind and all families who feel they may qualify for financial assistance are encouraged to inquire.

Applications are processed by *School and Student Service for Financial Aid*, a service of the *National Association of Independent Schools*. **For families currently enrolled for the 2020-2021 school year, COVID 19-related Financial Aid applications and supporting documents, including 2019 tax documents, are due by May 26, 2020.** If materials are not submitted on the designated dates, families may be put on a financial aid waitlist.

Greene Towne Montessori has limited funds available to assist qualifying families with tuition costs. SSS reports provide the Financial Aid Committee with an assessment of a family's ability to pay tuition, ensuring objectivity, consistency, and fairness in allocating the school's limited funds. SSS does not decide who receives aid or the amount of aid offered; it simply provides analysis and information to help schools make informed, consistent, and equitable decisions. All decisions concerning financial aid are the responsibility of the Greene Towne Montessori School Financial Aid Committee and are based on demonstrated need and available funds.

The Financial Aid Committee is made up of the Head of School, the Director of Finance, and the Director of Enrollment Management. Financial aid decisions are confidential and every effort is made to protect the privacy of the applicants. Families are required to re-apply for financial aid each year.

Financial Aid applicants are required to follow the procedures outlined below. Each step must be completed by the indicated date before your request may be considered and confirmed. ***These guidelines have been revised for the current COVID 19-related circumstances. Revised submission deadlines are May 26, 2020 for families currently enrolled for the 2020-2021 school year.***

1. The on-line ***Parent's Financial Statement (PFS)*** must be completed and submitted to SSS ***no later than May 26, 2020.*** This deadline will enable the Committee to review requests and provide preliminary awards by June 5 so that families are able to make a decision before the revised June 15 deadline for schedule changes.

We recognize that your PFS will reflect estimated figures for your 2020 income. Please include Greene Towne's ***school code 3972*** on the application. The application is on-line at <https://www.solutionsbysss.com>

Please email the Director of Enrollment Management at Greene Towne, [egoldberg@gtms.org](mailto:egoldberg@gtms.org), with the supporting documents as indicated in our introductory message in an attachment as soon as you have submitted the on-line application. Per the following instruction, tax documents are to be uploaded to the SSS site.

2. **Upload your tax documents directly to SSS.** In order to guarantee any award you are offered, we require a signed copy of your ***entire 2019 Federal income tax return*** including all schedules and W-2s to be ***uploaded to the SSS website by May 26, 2020.*** This is ***before*** your taxes are due to the federal government.

3. Parents who own a business or are self-employed must reply ***YES*** to question #6h in order to complete the ***Business and Farm Report.***

4. In the event a child's parents are separated, divorced, or have never married, the non-custodial parent (and any spouse or partner) must also complete and submit the ***PFS.*** S/he must follow the same steps, 1 through 3, as listed above.

Families awarded financial aid will have the option of paying the net tuition in two payments of 60% due July 1, 2020 and 40% due December 1, 2020 ***OR*** through monthly payments to a tuition payment service with ***9 payments beginning July 1, 2020 and ending in March 2021.*** There is a minimal one-time annual charge to set up the monthly plan. Additional details will be included in financial aid award letters.