



# DIOCESE OF WORCESTER CATHOLIC SCHOOLS OFFICE

49 ELM STREET  
WORCESTER, MASSACHUSETTS 01609

## **2022-2023 School Year**

### **Diocesan Catholic Schools System Tuition Assistance Program Policies and Procedures**

Your child's school participates in the Diocesan Catholic Schools System Tuition Assistance Program. The Diocesan Catholic Schools Tuition Assistance Committee allocates financial assistance to income eligible families based on the assessment of financial need from FACTS Grant & Aid and the availability of funding provided and available for disbursement. Students in grades K-12 are eligible for these limited grants. International and pre-kindergarten students or students on a school's wait list are not eligible to apply for or to receive awards from any Diocesan financial aid/scholarship program.

**Application Submission  
deadline is on or before:  
Friday, March 4, 2022**

If you choose to apply for financial aid for your child, the link for families to complete and submit a FACTS Grant & Aid Assessment application for financial aid will be live for your school on January 4, 2022. Please follow the school's instructions that are included in your child's acceptance packet.

Please refer to your child's school policies regarding their application, acceptance, registration, tuition, and financial aid process and website information.

All students must be registered at their school prior to the deadline date of Friday, March 4, 2022, to qualify.

The application fee is \$40.00 for all applicants. Only one application per family needs to be filed, no matter how many Diocesan Schools your children attend. All registered students must be listed on one application. All required supporting documentation (if applicable copies of relevant tax documents including 2020 W2 wage & tax statement, 2020 filed Federal Tax Return-all pages (1040, 1040A, 1040EZ including all applicable schedules) and/or 2020 Filed Business Tax Return-all pages (1120,1120S,1065 including all applicable schedules), must be submitted to FACTS Grant & Aid Assessment and not to the school or the Catholic Schools Office, in order to verify (complete) your application status. Please follow FACTS Grant & Aid Assessment

instructions regarding uploading required supporting documentation that is needed by them to verify your application. This verification process may take them up to 2 weeks once they are in receipt of your required documents. Your application must be verified to qualify for Diocesan Catholic Schools Tuition Assistance.

Applications and changes submitted on or after, Friday, March 4, 2022, will not be processed or considered for Diocesan Catholic Schools Tuition Assistance. This deadline will be strictly adhered to.

The Diocesan Director of Student Financial Services will email award and regret notifications to parents during the week of April 4, 2022.

**Need Assistance???**

**FACTS-Parents Customer Service for all tuition and financial aid application concerns:**

**1-866-441-4637**

### **Student's Withdrawal from a Participating School:**

For any student that withdraws on or before on or before August 31, 2022, the student's award will be rescinded and returned to the fund for reallocation by the Committee and the Director of Student Financial Services.

### **Student's Transfer from one Participating School to another Participating School:**

For any student that transfers from one participating school to another on or after September 1, 2022, the student's award will be re-calculated based upon the tuition rate of the new school. If the tuition rate at the new school is greater, no increase of the award will be granted. For any student that transfers to another participating school on or after September 1, 2022, the school that the student is leaving will retain a portion of the student's award. The amount to be retained by the school the student is leaving will be determined by the date of transfer. Any part of a month in attendance will be counted as a full month when determining the amount the school will retain. Monthly payments are based upon a ten-month school year. The balance will transfer to the new school. This financial aid award will not transfer unless the Director of Student Financial Services is notified in writing of the student's transfer by both principals of the participating schools.