

Dear Parent:

FACTS Grant & Aid Assessment will be conducting the financial need analysis for Hope Lutheran School for the upcoming 2016-2017 school year. Families applying for financial aid will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by April 15, 2016. There is a nonrefundable \$30 application fee. The school does not want the application fee to be a deterrent for applying. If the fee is a concern, please contact me.

Applicants can apply online at <https://online.factsmgt.com/aid>. If you use FACTS for tuition, you may log in using the same credentials. All required supporting documents should be uploaded online or faxed to 866-315-9264.

Required Documentation

Depending on your application some or all of the following documents may be required.

- Copy of 2014 or 2015 IRS Federal Form [1040](#), [1040A](#) or [1040-EZ](#) U.S. Individual Income Tax Return. If applicant and co-applicant file separately, we require both tax returns for the same tax year. Please make sure Social Security Number on application matches the Social Security Number on the Tax Return.
- Copies of all 2015 [W-2 Wage and Tax Statements](#) for both the applicant and co-applicant.
Please Note: If you are applying before you have received all the 2015 W-2 Wage and Tax Statements, please submit them as soon as they become available.
- Copies of all supporting tax schedules if you have income from any of the following*:
 - Business - (Form 1040 Line 12) attach [Schedule C](#) or [C-EZ](#) and [Form 4562](#) Depreciation and Amortization
 - Farm - (Form 1040 Line 18) attach [Schedule F](#) and [Form 4562](#) Depreciation and Amortization
 - Rental Property - (Form 1040 Line 17) attach [Schedule E](#) (page 1)
 - S-Corporation - (Form 1040 Line 17) attach [Schedule E](#) (page 2), [Form 1120S](#) (5 pages), [Schedule K-1](#) and [Form 8825](#)
 - Partnership - (Form 1040 Line 17) attach [Schedule E](#) (page 2), [Form 1065](#) (5 pages), [Schedule K-1](#) and [Form 8825](#)
 - Estates and Trusts - (Form 1040 Line 17) attach [Schedule E](#) (page 2), [Form 1041](#) and [Schedule K-1](#)

*** IMPORTANT:** If you file a tax return but do not have W-2 wages because you are self-employed, you will be required to submit a copy of your 2015 Federal Form 1040 Tax Return.

- Copies of all supporting documentation for household Non-Taxable Income such as: Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and Temporary Assistance for Needy Families (TANF). If you do not file a tax return, documentation of Non-Taxable Income is required.

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 1-866-441-4637.

Sincerely,

Mrs. Jankowski
Principal