



The Cincinnati Waldorf School Instructions for Applying for Tuition Assistance

Complete the online FACTS Grant and Aid Assessment (FACTS) application according to the instructions at www.factstuitionaid.com. It is important that you answer all questions completely and clearly. FACTS will not process incomplete forms. The FACTS Customer Service number is 866-315-9262. There is no processing fee for tuition assistance applications. The deadlines for submitting the online application are:

Returning Families: February 3, 2012
New Families: March 31, 2012 or May 31, 2012

There will be no exceptions to these deadlines!

Please notify CWS by emailing Karen Crick at enrollment@cincinnatiwaldorfschool.org once you have applied for tuition assistance.

2010 or 2011 Federal Tax Forms and Schedules and 2011 W-2 Forms **must** be submitted to FACTS in order for your application to be processed. Please note that any award granted prior to the receipt of this information may be subject to adjustment.

It is CWS policy to consider both natural parents' financial resources in evaluating need. In the case of separated, divorced, or never married parents, both parents must file a separate Grant and Aid Assessment Application with FACTS. Each parent must file all supporting documents as outlined above with CWS. This requirement is waived only under extraordinary circumstances. To request a waiver of this requirement, submit the "Request for Waiver" form.

Submit the following supporting documents directly to Karen Crick in the CWS Enrollment Office postmarked no later than the deadlines listed above:

- The completed CWS Supplementary Tuition Assistance Form
- Request for Waiver/Alternate Request for Waiver (if applicable)

These forms can be found on the Enrollment / Tuition Assistance Tab of the CWS website.

Contact Karen Crick at 513.541.0220 ext. 103 or enrollment@cincinnatiwaldorfschool.org if you have any questions or need assistance.

**5555 Little Flower Avenue, Cincinnati, OH 45239 ~ voice (513) 541-0220
fax (513) 541-3586 ~ www.cincinnatiwaldorfschool.org**