2011 - 2012 Financial Assistance
Special Circumstance Review Form

Student Name (s) _____

Entering Grade(s) _____ Phone _____

E-mail _____

Parent Name(s) _____

Parent e-mail _____

Parent Phone (day) _____ (evening) _____

Special financial circumstances are those, which significantly affect the families' ability to pay tuition.

Examples: Parent lost a job/new employment, unexpected illness, family disaster, caring for an elderly relative, student medical or disability expenses

Please explain why the family is concerned it cannot meet the full required tuition. In order to be eligible for financial assistance a special circumstance review form must be submitted along with the completion of all the following steps:

- **Complete** the TADS Worksheet
- **Submit** the completed **TADS Worksheet** online at: www.tads.com with copies of all required supporting household income and expense documents (Federal Income Tax Return, pay stubs, bank statements, W-2 forms etc.) Forms are due by the **deadline of March 1st** .
- **Describe** the situation that caused the reduction in income (you may **use the space below** or attach additional sheets if necessary). Include the exact financial details of the circumstance (Estimate reduced dollars and time frame).
- **Mail *only*** this special circumstance form to the Business Office.

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CERTIFICATION

I/we affirm that all data elements contained on this form, the **TADS** worksheet and online application, and any accompanying documentation are true and complete to the best of my/our knowledge. Upon request I/we will provide additional documentation to substantiate the information provided.

Parent(s) / Guardian _____ Date _____/_____/_____

Parent(s) / Guardian _____ Date _____/_____/_____