

WILLAMETTE VALLEY CHRISTIAN SCHOOL
Financial Aid Program

A. INTRODUCTION

The rationale for and commitment to a financial aid program directly stems from the corporate conviction “that a child from a Christian home not be denied a Christ-centered education solely on the basis of family income” (Galatians 6:10; Romans 15:1; I John 3:17). The primary purpose of the WVCS Financial Aid Program is to provide, as much as possible, tuition assistance to those families who, without such assistance, would be unable to send their children to WVCS (see Financial Aid Application).

The school’s Financial Aid Program provides a practical and feasible means whereby the Christian family can fulfill its responsibility; namely that each child entrusted to it by God be guaranteed the opportunity to receive a Biblically centered education. It benefits the school by “filling up” classrooms, which provides additional tuition at minimal additional cost. The program also provides volunteers to directly assist in the school’s fund-raising ministry.

A \$30.00 processing fee for the financial aid application must be submitted with application.

B. CRITERIA FOR DETERMINING AMOUNT OF AID

The following primary and secondary criteria are utilized by the school board to determine both qualification and need level for financial assistance. Primary criteria are those, which will have a direct bearing on the amount of aid. Secondary criteria are those, which may have a direct bearing on the amount of aid.

1. Primary Criteria

a) Level of family income:

On the financial aid form, a family will be asked to state both its gross (before taxes) income from the previous calendar year (according to their Federal Income Tax return), as well as its present level of income. The gross income estimate will include, wages, child support, A.D.C. payments, dividend and interest earned, and one-fifth (1/5) of any reported savings and investments.

b) Number of children attending WVCS:

This includes the number of students attending WVCS for which the applicant is directly and totally responsible. This also includes other children in the household not attending WVCS, as well as other dependents (i.e. aged parents) for which the family is financially responsible.

c) Fulfillment of prior year commitment:

This includes prompt and complete payments on account, as well as faithful performance in volunteer assignments. As a general rule, a financial aid application for the upcoming year will not be processed until the previous year’s account has been paid in full. Consideration will be given here for the family who, although delinquent in its account, took the initiative to regularly communicate with the school concerning its situation.

2. Secondary Criteria

- a) Families who have significantly more monthly expense than income:
- b) This will usually involve families who are heavily indebted. Some financial aid will usually be granted in such an instance if the indebtedness was precipitated by business or personal loss; extensive medical costs from an extended illness or accident; or prior money mismanagement that has resulted in a personal commitment towards personal financial solvency. This does not mean that financial aid will be extended to families who have elected to live at a higher standard of living. To establish some degree of consistency in this area, WVCS has devised a financial aid criteria form that provides a percentage rate of potential tuition reduction at each income level, with consideration given to the number of dependents in the home and in attendance at WVCS.
- c) Willingness to contribute time and talent within the WVCS fund-raising ministry:

A parent's or high school student's availability and desire to regularly volunteer in a needed capacity may be considered.

C. FINANCIAL AID APPROVAL PROCEDURE

The school family desiring financial assistance must request a financial aid form from the school office.

The completed financial aid form should be submitted to the attention of the Finance Officer, who will initially review the form and contact the home if additional information is required. He/she would then assign an amount of aid and submit the form to the school board for their independent review and assignment of a financial aid amount. After a financial aid application has received financial aid review, the form is then returned to the finance office. He/she will then communicate, via letter, the level of financial aid granted.

D. VOLUNTEER ASSIGNMENT CRITERIA

There are four basic criteria, which are used to determine where and to what extent a family will physically contribute within the school fundraising ministry. These are presented in order of priority:

1. Availability:

It is understood that two parent families are likely to have more time available than single parent families and therefore each case will be considered individually.

2. Areas of Greatest Need Within the Ministry:

Although parent(s) indicate on the financial aid form where they would prefer to serve, the school reserves the right to make the final assignment.

3. Areas of Personal Skill and Interest

As much as possible, we will endeavor to place individuals in positions that would take advantage of their skills and/or interests. However, realistically, this is not always possible.

4. Level of Financial Assistance:

A family's level of financial assistance is determined primarily by need. This means that there is not a

direct correlation between the amount of financial aid received and the amount of work expected. That would constitute a work scholarship program versus a needs-based financial aid program.

E. VOLUNTEER ASSIGNMENT AND FOLLOW-UP PROCEDURES

The finance office will be responsible for the follow up of each family's volunteer service. A record will be kept of the involvement of each financial aid recipient on an event basis. If a recipient has not been reliable and dependable relative to the task assigned, the finance officer may directly contact the recipient. If the problem still persists, the administrator will follow up and make recommendations to the school board relative to further aid or reassignment.

F. FINANCIAL AID SEMESTER REVIEW

All financial aid recipients will be asked by December 31 of each school year to verify in writing that their financial status has not changed from the original application. Based on this confirmation, financial aid will be continued for the second semester.

G. CONCLUSION - A BALANCED PERSPECTIVE

The school's financial aid program should never result in a "free-ride" for any family. Even families on extremely limited incomes should be required to pay at least 50% of their children's tuition costs, plus all required fees (i.e. registration, materials, building fees, etc.) The more a family personally invests in its child's Christian education (time, resources and talents), the more it is apt to appreciate it and, as a family, benefit from it. Our goal is for each family to take personal ownership of Willamette Valley Christian School as its school, rather than just the school to which it sends its children. The school's financial aid program is a means to that end.

FINANCIAL AID APPLICATION

Application Fee Paid? Y___ N___
Amount _____ check # _____
Date Paid _____

School Year _____ to _____

Initial Enrollment Fees \$ _____
Re-Registration Fees \$ _____
Comprehensive Fees \$ _____
Tuition Fees \$ _____
TOTAL DUE FOR YEAR \$ _____

Amount of above cost you can pay monthly: \$ _____

AMOUNT OF FINANCIAL AID REQUESTED: \$ _____

(An amount **MUST** be stated)

How many years have your children attended Willamette Valley Christian School? _____

Have you been the recipient of financial aid from WVCS in the past? _____

If yes, when? _____ How much? _____

Each family given a financial grant is asked to perform volunteer functions for the fund raising programs of Willamette Valley Christian School. If a grant is given, your name will be submitted to the finance office, which will track **your reported** volunteer hours for each fundraiser with which you help. Please elaborate on any special ability related to items checked below.

We are / are not willing to contribute volunteer hours (please circle appropriate answer).

- 1. Magazine Drive _____
- 2. Antique Powerland _____
- 3. WVCS Poinsettia Sale _____
- 4. WVCS Auction _____
- 5. Scrip Sale _____
- 6. Box Tops for Education _____
- 7. Other miscellaneous fundraisers _____
(as needed)

We hereby signify that, without this tuition aid, we could not send our children to Willamette Valley Christian School. We further pledge that, should the Lord supply our need **by any means** after the tuition aid is approved, we will notify the school and ask that the tuition aid be decreased.

Signature of parents/guardians of household:

Name Date Relationship to Student

Name Date Relationship to Student

Confidential Willamette Valley Christian School FINANCIAL AID APPLICATION PACKET

Parent Guardian Information – Applicant

Name _____

Address _____

City _____ State _____ Zip Code _____

Home Phone _____ Cell Phone _____ Work Phone _____

E-Mail Address _____

Marital Status ___ Married ___ Single ___ Divorced ___ Separated ___ Widowed

Employer _____ # of Years _____

Status ___ Full-Time ___ Part-Time ___ Stay at Home ___ Self-Employed

 ___ Unemployed ___ Disabled ___ Student

Co-Applicant Information

Name _____

Employer _____ # of Years _____

Status ___ Full-Time ___ Part-Time ___ Stay at Home ___ Self-Employed

 ___ Unemployed ___ Disabled ___ Student

Student Information

Child's Name	Date of Birth	Grade	Social Security #
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_____	_____	_____	_____
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_____	_____	_____	_____
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_____	_____	_____	_____
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_____	_____	_____	_____
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TAXABLE INCOME INFORMATION

Total income for 2009, including W-2 wages, 1099 income, and unemployment. \$ _____

Spouses total income for 2009, including W-2 wages, 1099 income, and unemployment \$ _____

Do you anticipate an increase or decrease for the coming year? _____ Increase _____ Decrease

If yes, complete the following questions?

What do you anticipate your income to be for the coming year? \$ _____

What do you anticipate your spouse's income to be for the coming year? \$ _____

If your income will be decreased in the coming year, select applicable reason(s).

Applicant:

- Unemployed
- Reduced hours
- New job with a lower rate
- Medical Reasons
- Other _____

Co-Applicant:

- Unemployed
- Reduced hours
- New job with a lower rate
- Medical Reasons
- Other _____

NONTAXABLE INCOME INFORMATION

Please indicate the amount received each **month**. Complete each line, if none enter "0".

Monthly child support received. \$ _____

Monthly social security benefits received that were not taxed. \$ _____

Monthly Temporary Assistance for Need Families received. \$ _____

Monthly welfare and/or Aid for Families with Dependent Children received. \$ _____

Monthly food stamps received. \$ _____

Monthly tuition support anticipated from relatives or others. \$ _____

Monthly worker's compensation received. \$ _____

Other nontaxable income received \$ _____

HOUSEHOLD EXPENSE INFORMATION

Monthly Expenses:

Do you rent or own your primary residence? Rent Own

Monthly rent or mortgage (Include taxes and insurance) \$ _____

Do you own a second home or vacation property? Yes No

If yes, what is the mortgage? (If none, enter "0.") \$ _____

Monthly home equity loan payments. \$ _____

Vehicle Information: Complete for each vehicle, including RV's

Make/Model/Year	Debt	Value	Payment
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Total credit card debt \$ _____

Total monthly payment made on credit card debt \$ _____

Monthly student loan payments \$ _____

Any other monthly loan payments (do not include utilities) \$ _____

Monthly utilities \$ _____

Monthly child support payments \$ _____

Health insurance expense paid by you \$ _____

Annual expenses:

Vehicle insurance expense \$ _____

Out of pocket medical expenses not paid by insurance \$ _____

Charitable contributions \$ _____

College expenses \$ _____

Daycare expenses \$ _____

ASSETS AND LIABILITIES

Value of cash, savings, and/or checking accounts \$ _____

Value of stock and bond investments, mutual funds, retirement plan assets-401(k) and IRAs-and other receivables held outside of retirement plans. \$ _____

If a homeowner, estimated value of home \$ _____

If a homeowner, the debt owed \$ _____

If you own a second home or vacation property, the estimated value \$ _____

If you own a second home or vacation property, the debt owed \$ _____

Business, Farm, or Rental Property Information

Do you own a business, farm or rental property? ___ Business ___ Farm ___ Rentals

Gross income of your business, farm and/or rental property. \$ _____

Net profit of your business, farm and or/rental property \$ _____

Combined (you and your spouse) annual salary from your business, farm, and or rental . . \$ _____

Expenses paid through your business, farm, and or rental property \$ _____

This application must have all lines complete. A copy of last year's 1040 or 1040A filed tax form, with copies of the W-2's, must be submitted and attached to this request.

All of the information on the enclosed forms is true, accurate, and complete to the best of my knowledge.

Signature of applicant _____ Social Security number _____

Signature of co-applicant _____ Social Security number _____