



St. Joseph Montessori School

October 25, 2011

Dear St. Joseph Montessori Parents and Guardians,

FACTS Grant & Aid Assessment will be conducting the financial need analysis for St. Joseph Montessori School for the upcoming 2012-13 school year. Families applying for tuition assistance will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by March 1, 2012. Applicants can apply online beginning November 1, 2011, at [www.factstuitionaid.com](http://www.factstuitionaid.com). Once an online application has been completed, the following information will need to be sent to FACTS to complete the application process:

- Copies of your most recent Federal tax forms including all supporting tax schedules.
- Copies of your 2011 W-2 forms for both you and your spouse.
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

All supporting documentation can be faxed to 1-866-315-9264 or mailed to the address below:

FACTS Grant & Aid Assessment

P.O. Box 82524

Lincoln, NE 68501-2524

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 1-866-315-9262.

In service of the child,

Elma Pundavela  
Head of School

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