



“Where Catholic tradition is combined with academic excellence.”

January 11, 2019

Dear Parents and Guardians,

Please find attached a comprehensive tuition assistance packet. This packet consists of information about how to apply for assistance, the various types of assistance St. John the Apostle Catholic School offers and a list of frequently asked questions. It is my sincere hope that this information will help you to not only know how the process works but the various qualifiers and deadlines associated with each type of assistance.

After reviewing the attached packet, should you have questions or concerns, please contact me at 757-821-1100, X213 or tdooley@sjavb.org. I am able to assist families with uploading of documentation to FACTS Grant & Aid and would be happy to provide any help you may need.

New families - a completed admissions packet, registration fee payment and completed tuition contract must be received by St. John the Apostle Catholic School **prior to tuition assistance packet review**. **Returning families** must have a completed tuition contract and registration payment submitted to the business office **prior to tuition assistance packet review**.

Additionally, if St. John the Apostle Catholic School is not marked as the primary school marked for receiving assistance, the assistance packet will not be reviewed. This does not affect any family with both a high school student and a student attending SJA as long as SJA is notated as the primary/middle school location.

As applications start appearing in the system, I will monitor each application to ensure that all of your documentation has been received and processed by FACTS Grant & Aid. Should I notice missing information or an incomplete component, I will contact you in order for the application to be completed in a timely manner. Please be sure that you are monitoring your email in the event that FACTS Grant and Aid is missing documentation.

Best practices when applying for tuition assistance is to submit your information two weeks prior to the deadline cutoff!! Past history shows that when more applicants apply at the last minute, the process slows down significantly by three weeks. What does this mean to you? This means that instead of knowing whether you have qualified and received assistance in April.....you now are delayed until the end of May. This year, if all of your documentation is not uploaded by the deadline, whether it is Round 1 or Round 2, you may not qualify for your round. ***I cannot stress***

SJA Mission Statement

Rooted in the rich traditions of the Catholic Church, Saint John the Apostle Catholic School provides a Christ-centered learning environment where students are challenged academically, supported spiritually, and encouraged to embody high ethical standards essential to moral development.

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enough, how imperative it is that you submit your information in a timely manner.

As always, I am here to assist you in any way I can to make this process run smoothly. **Please remember that tuition assistance is only offered to those who apply through FACTS Grant & Aid. St. John the Apostle School will not offer assistance to those who have not applied through the mandated process.**

Do not hesitate to contact me with any questions!

In Christ's Peace,

Tracey Dooley
Business Manager