



GUERIN CATHOLIC HIGH SCHOOL

TUITION ASSISTANCE GUIDE

JULY 2024

LEAD WITH HUMILITY † SERVE WITH LOVE † TRUST IN PROVIDENCE

Guerin Catholic Tuition Assistance Policies and Procedures

Guerin Catholic High School is an open-enrollment school committed to the evangelizing mission of the Catholic church. As such, our school should be available to all families who desire a Catholic education for their children. We strive to manage available resources to ensure that Guerin Catholic is geographically, programmatically, physically, and financially accessible to all who seek a Catholic education.

Guerin Catholic will make every effort to assist families with a demonstrated financial need. Our goal is to meet 100% of the calculated financial need of our families. Understanding that each family situation is unique, Guerin Catholic uses an individualized approach for each family. We encourage families to bring any special circumstances to our attention.

We will work to ensure that tuition assistance is distributed equitably based on calculated financial need.

Guiding Principles

When awarding tuition assistance, Guerin Catholic High School adheres to the following principles:

- To the extent they are able, parents have the primary responsibility to contribute to the educational expenses of their high school aged children before Guerin Catholic High School awards tuition assistance.
- Families should contribute to educational expenses according to their ability. Those with similar financial profiles should contribute similar amounts.
- Both income and assets, including business income and assets, are part of the assessment of the parents' ability to pay.
- All families seeking tuition assistance are required to complete an application for aid on the FACTS website:
<https://online.factsmgt.com/signin/3FFS2>
- Tuition assistance is awarded on the basis of financial need as determined by the information provided on an applicant's FACTS Grant & Aid Assessment (FACTS) profile and supporting tax and wage information.
- All records and conversations between the tuition assistance applicant, his/her family, and the staff of the Business Office are confidential.

If you have any questions about tuition or fees, please contact Betsy Grocki, Guerin Catholic's Tuition and Financial Aid Specialist, at bgrocki@guerincatholic.org.

How Is Your Needs-Based Financial Award Determined?

The amount of **tuition** that a family is expected to pay is calculated based on the completed family's FACTS profile along with their most recent income tax and W-2 forms. FACTS uses the information submitted and presents Guerin Catholic High School with an estimate of how much a family should be able to pay toward the cost of educating their children. This process and calculation is repeated with new information annually.

Income

The income figures used are based on the prior tax year. For example, a new student planning to attend Guerin Catholic High School beginning in August of 2025 would need to provide their completed 2023 Federal Tax Return and 2023 W-2s by December 1, 2024. Their 2024 Federal Tax Return and 2024 W-2s will also need to be provided as soon as each is available and no later than March 1, 2025. Returning students need to provide their completed 2024 Federal Tax Return and 2024 W-2s by March 1, 2025.

Assets

FACTS also considers family assets in determining their estimate of a parent's ability to pay tuition. A portion of parental assets is considered as available to pay tuition and is added into the calculation.

Special Circumstances

When determining tuition assistance eligibility, the following qualify as special circumstances and should be noted in the space allowed at the time of application:

- One-time income
- Withdrawal of retirement funds for emergencies
- Moving allowances or similar expenses incurred and reimbursed by an employer and included in W-2 wages

Divorce

In cases of separation or divorce, we expect both parents to participate in paying for a student's education. FACTS will compute separate amounts that the custodial and noncustodial parent will be expected to pay towards tuition, using the same methodology in each case. A contribution for each parent will be combined to establish the total parent contribution.

How Is Your Needs-Based Financial Award Determined?

Special Considerations for Income Reductions or Job Loss

If you've experienced a significant reduction in pay due to one of the qualifying events listed below, we can reevaluate your tuition assistance. Applicants will need to complete an Appeal Form and provide required supporting documentation.

The following events will qualify you for reevaluation of your tuition assistance when finalized documentation is available:

- Significant loss of income due to termination or change in employment
- Unexpected life event due to death of one of the financially responsible parties
- Correction to information previously reported
- High medical expenses

Indiana Choice Scholarship Program

In 2011, the Indiana General Assembly established the Indiana Choice Scholarship Program, commonly referred to as the voucher program, which provides scholarships to eligible Indiana students to offset tuition costs at participating schools. Students must satisfy both household income requirements and student eligibility to qualify.

Guerin Catholic High School is actively participating in the Indiana Choice Scholarship program and working with eligible families to assist them with the application process.

Please view the Indiana Choice Scholarship Program Income Guidelines on the next page to determine your eligibility.

2024-2025 School Year

Indiana Choice Scholarship Program Income Guidelines

FEBRUARY 2024

Eligibility Requirements

In accordance with IC 20-51 and IAC 512 (4), to be eligible to receive a Choice Scholarship award, a student must satisfy each of the following requirements:

- The student must have legal settlement in Indiana;
- The student must be at least five (5) years of age and less than 22 years of age on or before October 1 of the school year;
- The student must be a member of a household with an annual income of not more than 400% of the amount required for the individual to qualify for the federal free or reduced price lunch program

| CHOICE SCHOLARSHIP PROGRAM INCOME LIMITS BY HOUSEHOLD SIZE | |
|---|--|
| Household Size | Annual Household Income Limit ¹ |
| 1 | \$111,444 |
| 2 | \$151,256 |
| 3 | \$191,068 |
| 4 | \$230,880 |
| 5 | \$270,692 |
| 6 | \$310,504 |
| 7 | \$350,316 |
| 8 | \$390,128 |
| 9 | \$429,940 |
| 10 | \$469,752 |
| 11 | \$509,564 |
| 12 | \$549,376 |

Note: Income levels are determined in accordance with the Income Verification Rules document available at <https://www.in.gov/doe/students/indiana-choice-scholarship-program/>.

¹ Add \$39,812 for each additional family member.

The Annual Household Income Limit is your Adjusted Gross Income (AGI) figure from your Federal Tax Return.

2024-2025 School Year Choice Scholarship Program Estimated Award Amounts

FEBRUARY 2024

| Public School Corporation (District of Residence) | Estimated Award Amount, 2024-25 School Year |
|--|--|
| Anderson Community | \$7,371 |
| Carmel Clay | \$6,060 |
| Elwood Community | \$6,873 |
| Franklin Township Community | \$6,421 |
| Hamilton Heights | \$6,214 |
| Hamilton Southeastern | \$6,119 |
| Indianapolis Public Schools | \$7,234 |
| Kokomo-Center Twp Con | \$7,149 |
| MSD Lawrence Township | \$6,843 |
| Lebanon Community | \$6,413 |
| Mt. Vernon Community | \$6,222 |
| Muncie Community | \$7,527 |
| Noblesville | \$6,174 |
| South Madison Community | \$6,276 |
| Tipton Community | \$6,363 |
| MSD Washington Township | \$6,710 |
| Western Boone Cty Community | \$6,245 |
| Westfield-Washington | \$6,131 |
| Yorktown Community | \$6,388 |
| Zionsville Community | \$6,016 |

Tuition Payments and Timeline

Tuition Deposit for 2025-2026

Families are required to secure their child’s spot with a non-refundable down payment, payable no later than:

New students = February 15, 2025

Returning students = May 20, 2025

Payment Plan Options for Tuition

Families are required to establish a payment plan and utilize AutoPay via our Tuition Management Platform to enroll or re-enroll their student.

Annually : A single payment is made in July to fund the remaining balance of tuition and fees deemed to be the responsibility of the parents.

Semi-annually: Two (2) equal payments are made in July and January.

Quarterly: Four (4) equal payments are made in July, October, January and April.

Monthly: Ten (10) equal payments are made monthly beginning in July and concluding in April.

Tuition Timeline

| | |
|-------------|---|
| September 1 | Tuition assistance online applications are opened up for both new and returning families. |
| December 1 | Tuition assistance application deadline for new families, including submission of the previous year’s income tax documentation |
| January | Notification of preliminary tuition assistance awards will be provided to families with new students. |
| February 15 | Non-refundable tuition deposit is due for new students |
| March 1 | <ul style="list-style-type: none">• Tuition assistance application deadline for returning families, including submission of the previous year’s income tax returns and W-2’s• Deadline for submitting all 2024 W-2 and tax return information to FACTS Grant & Aid Assessment for new and returning families. |
| May 1 | Contracts for returning students are posted in the parent portal. Contracts include final tuition assistance awards for parents who have completed their applications. |
| May 20 | Non-refundable tuition deposit is due for all returning students. |
| July 20 | First tuition payment is due. |

Frequently Asked Questions

What is FACTS?

FACTS Management makes quality education affordable for families and students, while supporting the financial stability of private and faith-based institutions.

One way FACTS does this is through their Grant & Aid Assessment service, which allows schools to create a custom application for families to collect the financial data that matters, so schools can award tuition assistance with confidence to the families who truly need it.

Is the application process secure?

Yes. All documentation received is imaged upon receipt and then destroyed. Then, the application data becomes property of the applicable institution.

How do I apply?

Visit the FACTS website <https://online.factsmgt.com/signin/3FFS2> to create an account, submit a tuition assistance application, upload your tax documents and check the status of your application. Please allow two weeks for processing of uploaded tax documents.

Does the FACTS Grant & Aid Assessment process require a credit check?

No. FACTS does not require a credit check.

Is there an income cut-off for needs-based tuition assistance?

No. Income is only one factor when determining eligibility for needs-based tuition assistance. Other factors are also taken into account, such as household size, number of children enrolled at Guerin Catholic, and the total amount of a family's assets. We recommend that a family wishing to receive assistance apply so that their eligibility can be evaluated using all of the necessary information.

Do I have to apply for needs-based tuition assistance each year?

Yes. Families must update their financial records by completing the FACTS online application every year starting in early October to re-establish eligibility for needs-based tuition assistance at Guerin Catholic.

Is tuition assistance guaranteed in future years?

No. The amount of needs-based assistance may increase or decrease based upon changes in your FACTS application profile and your most recent tax documentation.

Can I lose my needs-based tuition assistance if I don't maintain a certain grade point average?

No. Needs-based tuition assistance is not contingent upon maintaining a target grade point average, other than to meet Guerin Catholic High School's standard for minimum academic progress.