



## **Parents' Guide to Tuition Assistance For school year 2019-20**

### **Introduction**

A fundamental goal at Gideon Hausner Jewish Day School is to provide all families in the community, regardless of financial means, the opportunity to send their child(ren) to our school. Hausner also continues its strong commitment to social-economics diversity through its Tuition Assistance program. For the 2018-19 school year, Hausner awarded \$1.3 million to 30% of students in kindergarten through 8th grade. While parents are expected to contribute toward the tuition cost to the extent they are financially able, the school encourages those who need assistance to apply for it.

Hausner offers need-based tuition assistance awards. Need-based tuition assistance is the difference between the family's resources and the cost of a student's educational expenses. Currently, the Board of Directors sets aside 14% of the expected tuition revenue for tuition assistance. A Tuition Assistance Committee designated by the Board of Directors distributes the funds based on applications received by the advertised deadlines. The majority of assistance decisions are made each spring for the following school year; however, a reserve fund is also set aside for families who unexpectedly need assistance during the school year. Hausner, as many other independent schools, uses the Parents' Financial Statement (PFS) from the School and Student Service for Financial Aid (SSS) as a tool to calculate and determine need.

Our Tuition Assistance program is partially funded by the generosity of Hausner families and the San Francisco-based Jewish Community Federation. The amount of funds the school allocates for scholarships is a significant factor influencing these outside agencies when providing support to Hausner. The school's ability to allocate these funds depends in part on a successful Annual Fund Campaign. Please know that we ask all families at Hausner to support the Annual Fund Campaign to the best of their ability.

### **1. Guidelines for Families - Should we apply? Would we qualify?**

There is no specific income level above which a family no longer qualifies for tuition assistance at Hausner. The considerations in the evaluation of requests are:

- 1) Income earned from all sources;
- 2) Number of children in the family;
- 3) Number of children attending Hausner or other private schools; and
- 4) Specific family circumstances

### **2. How large a grant could our family receive?**

The maximum award level is 75% of full tuition per student

### **3. What information do we have to provide in order to apply for tuition assistance?**

To be able to assess financial need on an equitable basis, parents are asked to complete the Hausner Tuition Assistance Request form and the Parents' Financial Statement (PFS) questionnaire by School and Student Service for Financial Aid (SSS). SSS analyzes the financial need of applicants for independent schools, colleges and universities across the country. The SSS application includes information on family composition, current and expected income, expenses, assets and debts as well as unusual family circumstances and expenses. SSS then applies a standard methodology to assess the financial resources a family has to contribute toward a child's educational expenses. Their methodology results in a suggested Parental Contribution toward tuition.

Hausner realizes that the cost of living in the Bay Area is substantially higher than other U.S. regions, and the Tuition Assistance Committee uses the Parental Contribution assessment by SSS as a basis for decision-making, not as the final decision tool.

In addition to completing the PFS, applicants are required to submit to Hausner the following supporting documents:

- Copy of 2018 Federal 1040 tax return, with all supporting schedules
- Copy of 2018 W-2 and/or 1099 tax forms
- Copy of December 31, 2018 and January 15, 2019 pay stubs for both parents, if working

### **4. Who makes the award decisions? What about confidentiality?**

The Tuition Assistance Committee is comprised of non-parent Board of Directors members, appointed by the Board President, and the Tuition Assistant Administrator.

This committee understands and respects the supreme importance of confidentiality for all information provided to it.

Hausner also expects parents to adhere to this confidentiality policy. Any discussion of the identity of aid recipients or the amount of assistance received among parents or staff is highly inappropriate and may result in revocation of an award.

### **5. When are tuition assistance decisions made?**

Applications for tuition assistance are evaluated (based on the guidelines mentioned above) by the Tuition Assistance Committee at several times during the school year. The first round of evaluations generally occurs in mid-February to address requests from returning families for the following school year. After the awards for returning families are determined, the Tuition Assistance Committee will review applications from families of newly accepted students. Subsequent requests for assistance will be evaluated on a case-by-case basis as long as funds are still available.

### **6. Are there any extra requirements of families who receive tuition assistance?**

There are no special or additional requests made of families who receive tuition assistance. All Hausner families are expected to provide service in the form of Ruach Hours and assistance in the school's fundraising activities as well as support the Annual Fund Campaign to the best of their ability.

**7. Is tuition assistance guaranteed for future years after an initial award is granted?**

First priority is to allocate tuition assistance funds to returning students. Families are required to reapply for tuition assistance annually. In most cases, a student's tuition payment will remain at a similar level, adjusting for tuition increases. In rare cases, usually due to a dramatic change in financial circumstances, award amounts could change substantially.

**8. How are separated or divorced family situations evaluated?**

The resources of both natural parents will be considered, as well as their current family situation.

Separated or divorced parents will each be asked to complete the SSS application form if joint custody is in place; otherwise, the non-custodial parent will complete a separate form. (Note: the requirement for information from the non-custodial parent may be waived if the whereabouts of the parent are unknown or if the parent has had no significant contact with the student for three years or more.)

**9. Will new students be denied admission if they apply for tuition assistance?**

Tuition assistance decisions are subject to the availability of funds in the tuition assistance budget and are made independently from admission decisions.

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