



WASHINGTON  
**WALDORF**  
SCHOOL

**Financial Aid Program**

**2012-2013**

**Financial Aid Office**

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**Washington Waldorf School does not discriminate on the basis of race,  
religion, gender, age nationality or ethnic origin in its educational, administrative,  
admission and school programs.**

## **Philosophy and Objectives**

The Washington Waldorf School's financial aid program is designed to provide qualified students (financial constraints, emergency situations, etc.) with an opportunity for a Waldorf education that might otherwise be unobtainable for them, and to provide the school with a student body reflective of the school's values and mission.

A substantial financial aid budget, equal to approximately 12% of our annual operating budget, funds tuition assistance of up to 50% of gross tuition. In addition, a limited number of grants are available. No qualified student should be deterred by financial reasons from applying to the Washington Waldorf School, and parents that require assistance are encouraged to apply for financial aid. At the same time, the Financial Aid Office is mindful of its obligation to assign funds responsibly, prudently, and within the school's financial means and policies.

## **Policies**

**Selection** – The number of applicants accepted for admission and qualifying for financial aid is greater than the number we can afford to support. Although financial need is the first requirement for aid, we make choices that balance the financial needs of the family with the needs and goals of the school and the community.

**Renewals** – All financial aid awards and grants are made for one year and may be renewed or adjusted subject to (1) parents' filing the required annual financial statements, (2) the school's financial aid budget, (3) the number of financial aid applicants, and (4) maintenance by the student and parents in meeting expectations of the school. A family should expect that financial aid will be continued throughout the student's enrollment, but will be adjusted based on the family's financial status and the school's available funds.

**Computation** – The Washington Waldorf School subscribes to the principles and services of School and Student Service for Financial Aid (SSS), which provide us, at the request of parents, a financial analysis based on the confidential statements of need known as the Parent's Financial Statement (PFS). It is important to note that the SSS reports provide a framework and point of departure for the decisions made by the Financial Aid Committee.

An applicant is considered only after the school has decided upon student admission for the upcoming year. SSS processes applications from December to July for the following school year. The Washington Waldorf School requires the SSS form to be completed on-line and copies of the form must be submitted to the school by February 1<sup>st</sup> for all current and new families.

**Priorities** - Consideration for budgeted financial aid and grants funds are given in the following order. We do not reserve funds for families whose required SSS or tax forms are received late.

1. Applications from current recipients who have completed renewal requirements by stated deadlines.
2. New applications from currently enrolled students who have completed requirements by the stated deadline.
3. New applications from candidates accepted for admissions that have completed requirements by the stated deadline.
4. Renewal and new applications completed after specified deadlines, if funds remain available.

**Family Contribution** – Our attempt is to meet each family’s demonstrated need as nearly as we can. However, financial aid funds, less than and equal to 50%, are requested by many families, and available grants for families requiring more than 50% tuition assistance are quite limited. Therefore, we expect those who apply for aid to share the effort to extend the school’s financial resources by contributing as much as they are able toward their own child’s education. Thus we encourage and utilize parents’ offers of payment beyond the amount calculated by SSS and the Financial Aid Office.

**External Resources** – Any financial support, educational or otherwise that may be available beyond the parent’s own income and assets must be reported on the PFS for consideration by the school. These include resources that might be expected from grandparents or other relatives, church funds, other scholarships or grants, etc.

**Divided Families** – We consider that the school’s extension of financial aid come only after the obligation of the student’s parents, regardless of the legal or personal relationship between them. Therefore, before offering any award the Financial Aid Committee will consider the resources of both natural parents. If the parents have remarried, we also consider the resources of the stepparent, bearing in mind the obligations of the stepparent to their own natural children. The custodial parent, non-custodial parent and any stepparents should submit a standard PFS.

**Confidentiality** – Financial information submitted by parents in support of aid applications is held in strict confidence by the Financial Aid Office, and is retained on file for a limited time to document possible IRS or other regulatory auditing, after which the records are destroyed. Financial aid recipients are not identified at the school, beyond the business office, except as necessary to qualify them individually for assigned aid or grants.

**Student Earnings** – Vacation employment must be reported to the Financial Aid Office.

## **Important Dates and Procedures**

### **Current Families:**

#### **February 1:**

Financial Aid applications must be received by WWS, Attn: Financial Aid Office. A complete application includes:

- A Parent Financial Statement (PFS) must be completed on-line at <http://sss.nais.org/>. WWS code: 8044. SSS accepts payment by credit card only.
- A copy of the PFS must be delivered to WWS, Attn: Financial Aid Office.
- All parents who own a business or are self-employed must complete the Business/Farm Statement and return it to WWS.
- A copy of 2010 federal tax returns for all parents, or 2011 if complete.
- Most recent pay stubs, or an alternative statement of current earnings i.e.: 2011 W2s, for all custodial or non-custodial families

#### **Feb 15:**

- Provided there are no delays from SSS, re-enrollment packets, including Annual Tuition Agreements and/or notification of Financial Aid award letters will be mailed to parents.

**Feb 29:**

- Annual Tuition Agreement/acceptance of aid, plus a \$500 deposit must be received by WWS, Attn: Business Office.

**May 6:**

- Copy of 2011 federal tax filings and W2s due to WWS if not already submitted. **The tax return should match the PFS or allocated aid will be adjusted.**

**New Families:**

**February 1:**

Financial Aid applications must be received by WWS, Attn: Financial Aid Office. A complete application includes:

- The Parent Financial Statement (PFS) must be completed on-line at <http://sss.nais.org/>. WWS code: 8044. SSS accepts payment by credit card only.
- A copy of the PFS must be delivered to WWS, Attn: Financial Aid Office.
- All parents who own a business or are self-employed must complete the Business/Farm Statement and return it to WWS.
- Most recent pay stubs, or an alternative statement of current earnings i.e.: 2011 W2s, for all custodial or non-custodial families.
- A copy of 2010 federal tax returns for all parents, or 2011 if complete.

**March 1:**

- Provided there are no delays from SSS, Annual Tuition Agreements/notification of Financial Aid award or, letter of student acceptance will be mailed to parents.

**March 15:**

- Families must accept or decline financial aid awards by submitting an Annual Tuition Agreement and a \$550 deposit, Attn: business office, or funds will be reallocated.

**May 6:**

- Copy of 2011 federal tax filings and W2s due to WWS if not already submitted. **The tax return should match the PFS or allocated aid will be adjusted.**

**Late Applications and Emergency Funds:**

Funds sometimes remain or become available after the initial financial awards have been offered.

Families whose admissions applications have been initiated after the financial aid application deadline, or families who require emergency assistance due to loss of employment or other life events, are encouraged to apply for financial aid. Resources cannot be guaranteed and amounts awarded at this time will likely be reduced.