



**THE
HEBREW
ACADEMY**

Ohr Menachem-Chabad

315 N. Main Street New City, NY 10956
(845) 634-0951/Tel. (845) 634-7704/Fax
www.thehebrewacademy.org

**TUITION ASSISTANCE
APPLICATION FORM
2011-2012**

Dear Parents:

Enclosed is the 2011-2012 school year Tuition Assistance application. This application must be completed and returned to the school no later than May 1, 2011. You must complete the application in full (pages 1-4) and supply all documents shown on the document checklist (page 5). All information provided will be kept strictly confidential.

Tuition assistance is available based upon economic need and available funds. The tuition assistance grant will be applied to the reduction of the tuition charges only; the Enrollment Deposit is not subject to discount.

PLEASE NOTE:

- If your application is not complete, it will not be considered.
- A non-refundable Enrollment Deposit of \$500.00 per child. If we are unable to provide assistance and you choose to send your child elsewhere, we will refund the above minus a \$100 processing fee.
- You must return your volunteer schedule (below) with this application.

Special Note for Divorced or Separated Parents: If parents are separated or divorced, the student's custodial parents and that parent's present spouse (if any) should complete the form. If someone other than the custodial parent is financially responsible in full or in part for the student through child support, or if the non-custodial parent is responsible for tuition and seeks financial aid, that person should complete the form and explain his or her relationship to the student.

Please call our office if you need help in filling out this application. Do not leave any blanks- fill in "None", "NA" or "0" where appropriate.

Last Name _____ **First Name** _____ (*Check one*) **Father** **Mother** **Other**

Home Address _____ City _____ Zip _____

Home Phone _____ Cell Phone _____ E-Mail _____

Occupation _____ Job Title _____ Business Phone _____

Self Employed Yes No Employed by _____ How long? _____

Last Name _____ **First Name** _____ (*Check one*) **Father** **Mother** **Other**

Home Address _____ City _____ Zip _____

Home Phone _____ Cell Phone _____ E-Mail _____

Occupation _____ Job Title _____ Business Phone _____

Self Employed Yes No Employed by _____ How long? _____

Family Status: Married Single Parent supporting children Single parent sharing expenses

I hereby affirm that the information contained herein and the documents which I am submitting herewith are true and correct. I also understand that The Hebrew Academy reserves the right to reevaluate the tuition assistance granted for the 2011-2012 school year and that any improvement in my/our financial status requires my notifying The Hebrew Academy of my new circumstances.

Name of person completing this application _____ Relationship to student(s) _____

Signature _____ Print Name _____ Date _____

List below all children (listing applicant(s) to The Hebrew Academy first) who will be attending a tuition charging institution such as Day Care, Preschool, Elementary, Junior High, High School, and College in 2011-2012; the tuition fees the institution charges for 2011-2012; amount you feel you could pay toward tuition for 2011-2012. Please indicate amount of aid approved for children attending other schools for the 2011-2012 school year.

Name	Grade Entering 2011-2012	School Name	Full Tuition	Amount You Can Pay	Aid Approved 2011-2012
_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____	\$ _____

1. Have you ever applied for scholarship and/or tuition assistance at any other school for any of your children? If so, please specify which school and what action was taken _____

2. Have you had any help toward household or tuition expenses from a member of your family? If yes, specify from whom, amount, and for what _____

3. Do you own your own home? ___No ___Yes Year purchased _____ Purchase Price _____

Amount owed on your home _____ Amount owed on other real estate _____

4. Have you made any renovations to your home in the last two (2) years? ___ No ___Yes If yes, please indicate what was done, when, and cost _____

5. Car Information: Year Make Own/Lease Monthly Car Payment Payments End

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

6. Do you have any bank loans or notes payable to other? Please list names and amounts:

7. Do you have any credit card debit? Please list names and amounts owed _____

8. List personal bank accounts, name of banks and the average monthly balances:

Bank Name	Account number	Average monthly balance

9. List cash on hand and in savings _____

10. List other investments (stocks, bonds, real estate, etc.) and current values _____

10. Do you own a business? ___No ___Yes If yes, please state the name of your company and nature of business:

11. Do you have any extraordinary expenses (such as un-reimbursed medical expenses) ? ___No ___Yes If yes, please explain _____

12. Please use the space below to explain your request or provide other information you think may be important for the committee to consider _____

The Hebrew Academy expects families who receive tuition assistance to volunteer a minimum of 15 hours a year to help the school. Please indicate below in what areas can you be of assistance. *If you fail to respond to this, your Tuition Assistance application will not be considered.*

___ Phone calls for Journal Dinner and solicitation of ads	___ mailing, phone calls, office assistance
___ Lunch mother	___ Goods and services auction
___ Mishloach manos project	___ Library
___ Other _____	
Please note subject of expertise or talents: _____	

ANNUAL INCOME & EXPENSES

To you calculate your annual income and expenditures, you are using a starting date of _____.
 Please fill all fields and calculate totals of income and expenses.

Gross Salary & Wages <i>(Stepfather/Male Guardian)</i>	\$	\$	Rent	\$	\$
Gross Salary & Wages <i>(Mother/Stepmother/Female Guardian)</i>	\$		Mortgage <i>(not including taxes)</i>	\$	\$
Dividend & Interest Income	\$	\$	Home Maintenance	\$	\$
Child Support Received	\$		Real Estate Taxes <i>(School & Town)</i>	\$	\$
Alimony Received	\$	\$	Income Taxes	\$	\$
Rental Income	\$	\$	Other Taxes	\$	\$
Disability Benefits	\$	\$	Health Insurance	\$	\$
Pension Benefits	\$	\$	Medical/Dental	\$	\$
Social Security Benefits	\$	\$	Car Payments <i>(total from question #5 above)</i>	\$	\$
Other Government Benefits <i>(SSI, HUD, WIC, Food Stamps, Medicare, Medicaid)</i>	\$	\$	Car Insurance	\$	\$
Annual contributions to IRA's, Keoghs, 401-K's, and other tax sheltered annuities	\$	\$	Auto Repair and Expenses	\$	\$
Other Income	\$	\$	Electric	\$	\$
	\$	\$	Water	\$	\$
	\$	\$	Other Utilities	\$	\$
	\$	\$	Food	\$	\$
	\$	\$	Cable	\$	\$
	\$	\$	Credit Card Payments	\$	\$
	\$	\$	Housekeeper	\$	\$
	\$	\$	Child care / Nanny	\$	\$
	\$	\$	Clothing	\$	\$
	\$	\$	Child Support	\$	\$
	\$	\$	Alimony	\$	\$
	\$	\$	Donations	\$	\$
	\$	\$	Synagogue Dues	\$	\$
	\$	\$	Lessons for <u>all</u> Children <i>(Music, Dance, Gym, etc.)</i>	\$	\$
	\$	\$	Recreation & Education	\$	\$
	\$	\$	Country Club dues and expenses	\$	\$
	\$	\$	Grooming	\$	\$
	\$	\$	Trips & Vacations	\$	\$
	\$	\$	Day Camp & Summer Camp <i>Camp Name:</i> <i>Camp Name:</i> <i>Camp Name:</i>	<i>Total fees paid</i> \$ \$ \$	
	\$	\$	Before or After School Care	\$	\$
	\$	\$	Insurance-Homeowners	\$	\$
	\$	\$	Insurance-Life	\$	\$
	\$	\$	Insurance-Other	\$	\$
	\$	\$	Tuition to Hebrew Academy	\$	\$
	\$	\$	Tuition to other Schools	\$	\$
TOTAL ANNUAL INCOME	\$	\$	TOTAL ANNUAL EXPENSES	\$	\$

Income

Monthly Yearly

Expenses

Monthly Yearly

DOCUMENT CHECKLIST

Please note that you must also supply certain documents with your completed application. These items are:

- * Copy of your completed 2009 & 2010 Personal Federal Income Tax Return (1040 and/or 1099) for both husband and wife (*if filing separately*) including all schedules and attachments
 - * Copy of your completed 2009 & 2010 Corporate Federal Income Tax Return
 - * Copy of all W-2 forms received for income earned in 2009 & 2010
 - * Two current pay stubs for each working spouse (for last 2 months)
 - * Copy of your 2010 year-end Mortgage Statement for all properties you own including for your primary residence, secondary residence, time-share or business property
 - * Copy of all leases for all properties you rent, including your primary residence and business property
 - * Copy of all bank statements for the three months prior to application
 - * Copy of credit card statements (except gas cards) for all accounts for the three months prior to application (all pages)
 - * If divorced or separated, a copy of your divorce decree and a complete copy of any property/marital settlements entered into between you and the other parent. If there is any pending litigation regarding child support, Support Enforcement or child custody, provide a copy of all such documents.
 - * A copy of your most recent auto insurance declarations, statement or bill
 - * Parental Assistance Section completed.
 - * A letter detailing your family's participation in school activities this year: Programs attended, PTO committee membership, fundraising efforts, volunteer service, etc. Include information on any services you intend to provide to the school next year.
- * **Be sure to indicate N/A (not applicable) on parts that do not pertain to you. This application will not be considered complete unless all parts of it have been addressed.**

Note: The Tuition Assistance Committee will not review applications that are incomplete and/or lack necessary documentation.

Please send your completed application with all the requested documents and a \$500.00 enrollment deposit to Admissions, The Hebrew Academy, 315 N. Main Street, New City, NY 10956. Thank you for your cooperation.