



9504 BRUNETT AVENUE SILVER SPRING, MD 20901 301-565-2282 www.acornhill.org

Tuition Assistance Application School Year 2023-24

Acorn Hill School, Inc. is nonsectarian and does not discriminate on the basis of race, gender, sexual orientation, religion and national or ethnic origin in its administrative or admissions policies. Acorn Hill strives for cultural and socioeconomic diversity in its student body that directly reflects that of the broader community to which it belongs.

ELIGIBILITY

Tuition assistance is available on the basis of need. Acorn Hill follows a careful process and all applications are reviewed on an individual basis. Accordingly, special circumstances that can profoundly affect a family's financial resources are considered in an appropriate manner.

APPLICATION PROCEDURE

Your application for tuition assistance should be submitted concurrently with your admissions application (new students) or with your re-enrollment contract and fee (returning students).

The following documentation is required when you request tuition assistance:

- a. A completed Acorn Hill Tuition Assistance Application form.
- b. Your final 2022 pay stub from each working parent (unless self-employed).
- c. Your most recent 2023 pay stub from each working parent (unless self-employed).

Applicants are to use the application form to describe any special circumstances that should be considered in the review of their application. Written statements requiring additional space may attach separate pages. Late applications will be considered based upon the availability of funds.

A provisional grant decision will be provided with the admissions packet. If you accept the tuition assistance, please submit the previous year's tax form by April 20th. A final review will be made, and the award finalized. The final award may differ from the provisional award based on the completed tax return.

If you fail to submit your completed tax return required to finalize your grant by the April 20 deadline, your application will be suspended and your provisional grant will be forfeited. You may reinstate your application at any time by submitting your final tax return but your application will be treated as a late submission and the application process will begin anew.

Incomplete applications cannot be processed.

APPLICATION REVIEW

The Tuition Assistance Committee ensures all requisite documentation has been provided and will inform you if information is missing, or for clarification.

The committee evaluates the means and needs of families requesting tuition assistance and provides assistance accordingly. The committee bases its assessments on the financial information provided in the application. Tuition assistance is awarded based on assessed financial need, the child or children attending Acorn Hill and their respective programs, and the total tuition assistance budget for the upcoming year.



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AWARDS

There is a limited amount of financial assistance to be granted. The Tuition Assistance Committee strives to award these funds with the overall needs of the community in mind. Awards of tuition assistance will not exceed 45% of a family's total tuition cost. All grants are made at the sole discretion of Acorn Hill's Tuition Assistance Committee and the Board of Directors.

Awards are made for a period of up to one academic year and are subject to adjustments for changes to your enrollment in Acorn Hill programs. Awards are credited monthly on your tuition statement.

Those seeking assistance for more than one academic year must reapply. Receipt of tuition assistance does not guarantee that assistance will be available in the following year. A family may apply for tuition assistance each year they participate in the educational programs of Acorn Hill.

Tuition assistance will not be available or applied until any outstanding balance with the school has been paid, or arrangements for payment have been made.

AWARD ACCEPTANCE

You will be notified of your tuition assistance amount along with your acceptance letter in early March.

For returning families: To complete the enrollment and tuition assistance process, Acorn Hill requires your first monthly tuition payment less the monthly grant amount by May 1. The invoice you receive in late April will reflect the net amount due. Your payment will ensure enrollment for your child and acceptance of the award.

For new families: Your first tuition installment is due on April 1 before financial assistance can be awarded. Therefore, any financial assistance awarded will be applied retroactively with the May 1 installment.

We want to accommodate children on the waitlist or families with late assistance applications, we encourage you to contact us if you will not be enrolling. After May 10th, your financial assistance may be offered to the next person on the waitlist.

LATE SUBMISSIONS

Any applications, including all required documentation, received after the due date will be handled on a first come, first serve basis.

Questions? Please call the office at 301-565-2282.



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Please be sure to provide all the information and supporting materials requested here. **This form is due February 1.**

Parent 1 Information

Name: _____

Address: _____

street address

city, state, zip code

Telephone: _____

Annual income: _____

Check here if self-employed

Parent 2 Information

Name: _____

Address: _____

street address

city, state, zip code

Telephone: _____

Annual income: _____

Check here if self-employed

First Name(s)

of child(ren) to be enrolled:

1. _____

2. _____

Class

(Half Day or Full Day)

Annual Tuition

Total Acorn Hill Tuition

- A. How many people live in your home? _____ Number of dependents: _____ Ages _____
- B. Are the child(ren)'s parents separated or divorced? _____ If yes, please combine financial information and indicate the intended financial arrangements in the question area below.
- C. Yearly Income
1. What was your total family income during 2022 (Jan-Dec)? _____
 2. What is your expected total family income during the upcoming school year? _____
 - i. Please use the space provided on the next page to describe the difference in the two years.
 3. Are there extended family members (grands, parents, etc.) that provide some financial support to the household or to pay the tuition? If so, how much per year? _____
- D. Please submit the following items by February 1:
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 - c. Your most recent 2023 pay stub from each working parent (unless self-employed).



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Current Family Financial Information (Parents maintaining separate households, please combine information)

Items	Type and/or Explanation	Value (Estimate if needed)	Amount Owed (if applicable)	Monthly Amount
Savings				
Retirement				
Investments (stocks etc.)				
Home (mortgage or rent)				
Other Real Estate				
Auto 1				
Auto 2				
Other Property				
Student Loans				
Other Loans				
Credit Cards				
Utilities				
Household Expenses				
Insurance				
Unreimbursed Medical				
Day Care/Nanny				
Other tuitions				
Other				
TOTAL MONTHLY EXPENSES/Outlay				

Questions regarding Financial Need: (Please attach an additional sheet if needed.)

Describe any significant circumstances or difference in expected **expenses** for the coming year (e.g., expecting a new baby, long-term disability or illness, parent(s) attending school, large expenses or debt payments, separation/divorce or other factors.)

Describe any significant circumstances or difference in expected **income** for the coming year (e.g., job status, tuition help from relatives, gifts, child support, or tax-exempt income not on your tax return.)

Please help round out our picture by providing any **additional information** you feel is pertinent to your application for tuition assistance including financial arrangements for divorced or separated parents.

I/We certify the above information is correct and complete to the best of my/our knowledge, and that I/we will inform the Tuition Assistance Committee if there is a significant change in my/our financial condition during the applicable school year.

Signature of Parent 1 _____ date _____

Signature of Parent 2 _____ date _____

Occupation _____

Occupation _____