

This application must be delivered or mailed to the office of the principal at the Catholic high school where the applicant is registered; or delivered or mailed to the CEF office by end of day March 12, 2009.

Catholic Education Foundation Tuition Grant Application Checklist

Use this checklist to make sure your application is complete. Incomplete applications can not be considered for a grant. To ensure confidentiality, applications should be submitted in an envelope that is marked "CEF". No names of applicants or identifying information should be on the outside of the envelope.

Documents

- Completed Grant Application, including:
 - Financial Information
 - Description of Extraordinary Financial Circumstances
- Completed 2008 Federal Tax Returns
- Completed 2008 Federal Tax Returns for a Privately Owned Business
 - Copies of W-2's

Signatures

- Application
- Notice and Consent of Disclosure

Catholic Education Foundation Application for Tuition Grant 2009

Office Code

Please Print or Write Plainly

School where student is registered: Reitz Memorial Mater Dei

Student's Name _____ (Please submit a separate application for each student.)

Parish _____ School Now Attending _____

Student's next grade (please circle): 9 10 11 12

Father's Name _____ Street Address _____

City _____ State _____ Zip _____

Home/Cell phone _____ Work phone _____

Mother's Name _____ Street Address _____

City _____ State _____ Zip _____

Home/Cell phone _____ Work phone _____

Number of dependents claimed on tax return _____

Number of people living in household full time _____

Number of people living in household part time _____

Parents are: Married Divorced Separated Other

Student lives with: Mother & Father

Mother Is Mother remarried? Yes No

Father Is Father remarried? Yes No

If parents are divorced what percentage of tuition is each parent responsible for paying, according to the divorce decree?

Mother is responsible for _____ percent.

Father is responsible for _____ percent.

If parents are divorced and one parent is not contributing toward tuition, what is the reason? _____

Please provide a copy of your divorce decree.

Signature of Parent(s)

I/We certify that all submitted information is true, correct and complete to the best of my/our knowledge. I/We have attached copies of my 2008 Federal Income Tax Returns, with all forms and schedules including all W-2's. I/We certify that the attached is a copy of final 2008 Federal Income Tax Returns as filed with the IRS. I/We understand that a 2008 Tax Return is required from both parents in the case of divorce, when both are responsible for paying a portion of tuition.

Parent

Parent

Date

Office
Code

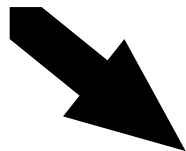
Notice and Consent of Disclosure

Please read and sign where indicated

Information contained in this application will be kept confidential to the extent provided by law. The Catholic Education Foundation, however, will permit inspection of all records required by appropriate government agencies and by parties permitted by applicable laws.

- I/ We consent to the disclosure of all records pertaining to my child's tuition grant application pursuant to applicable laws. (Consent is required.)
- I/ We consent to the disclosure of my tuition grant (award and amount) to my high school principal. (Consent is required.)
- I/ We consent to the disclosure of the application, tuition grant (award and amount) to my parish pastor or administrator. (Consent is optional.)

Signature of Parents



Parent

Parent

Date

Catholic Education Foundation

Holy Cross Hall
520 S. Benninghof Ave.
Evansville, IN 47714
812.402.6700 ext. 302
cef@evansville-diocese.org

How to Apply for a Tuition Grant

Register to attend Reitz Memorial or Mater Dei High School.

Obtain an **APPLICATION FOR TUITION GRANT** available at Evansville Catholic High Schools, Catholic elementary schools, or from parishes. Applications may also be printed from the Reitz Memorial or Mater Dei High School websites. Each student must file a separate application. However, if there is more than one student from the same household applying, pages five and six need to be completed only once.

Complete the application in full. Be sure to:

- Enclose your completed federal tax returns and W-2 forms for calendar year 2008. If married but filing separately, include returns for both spouses.
- If divorced, complete the financial information including the total income of the parent (and step-parent if parent is remarried) for household where student applicant lives.
- If divorced, and the non-custodial parent is paying a portion of tuition, provide both parents' tax returns.
- Sign the "Notice and Consent of Disclosure."

Deliver or mail all documents to the high school where your student is registered, or to the CEF office by March 12, 2009.

Make Sure Your Application Is Complete...

Incomplete applications cannot be considered for a grant.

Your Information Is Held in Strictest Confidence...

Upon receipt by the Catholic Education Foundation, applications are coded with a number and personal information is separated from financial information to ensure privacy for applicants and to support the objectivity of the review process. Grants are awarded based solely upon the financial need of the applicant relative to all other applications submitted. Not all applicants receive a grant and no applicant receives a grant for full tuition. The decision to award a grant and the amount awarded are determined by the Grants Committee appointed by the CEF Board of Directors. Ultimately, the number and amount of grants is determined by the availability of funds in the CEF annual budget.

If You Are Awarded a Grant...

You and your high school will be notified by mail as soon as all applications have been evaluated. The amount awarded will be paid directly to the high school and credited to your tuition statement.

You May Appeal...

If you feel your application warrants a second consideration, please send a letter of explanation to the CEF office at the address above **before July 1, 2009**. Late applications will be accepted; however, most of the available funding will be awarded to those who applied by the first deadline of March 12, 2009.

If You Have Questions...

Please contact the Catholic Education Foundation at the address, phone or email address above.

Applicant's Financial Information

Please give annual figures

Office Code

<u>Yearly Income</u>	<u>Father</u>	<u>Mother</u>	<u>Step-Parent</u>
Wages, Salaries (Gross)	\$ _____	\$ _____	\$ _____
Business Commissions/Bonuses	_____	_____	_____
Child Support/Alimony	_____	_____	_____
Real Estate Income	_____	_____	_____
Interest/Dividends	_____	_____	_____
Other Income _____	_____	_____	_____
Totals	\$ _____	\$ _____	\$ _____

Total joint income for year

\$ _____

<u>Yearly Expenses</u>	<u>Father</u>	<u>Mother</u>	<u>Step-Parent</u>
Extra-ordinary or Unusal Expenses	\$ _____	\$ _____	\$ _____
Tuition/Elementary	_____	_____	_____
Medical Expenses	_____	_____	_____
Auto Payment	_____	_____	_____
Loan Payments	_____	_____	_____
Parish/CPC Contribution	_____	_____	_____
Other Expenses _____	_____	_____	_____
Totals	\$ _____	\$ _____	\$ _____

Assets

What is fair market value of your investments? (stocks, bonds, savings accounts, certificates, etc.)	_____	_____	_____
What is the fair market value of other assets? (home equity, other real estate, etc.)	_____	_____	_____
If you receive income from a business you operate, what is the fair market value of your ownership?	_____	_____	_____

