



Tuition Assistance Process

Awards for 2018-2019 school year are given for grades PreK - 8, and amounts are determined using results from a financial analysis conducted by the School and Student Services, a service of the National Association of Independent Schools. We structure our awards by first serving those students who currently receive awards, then other enrolled students who have had a change in their financial status, followed by newly accepted students. All families receiving Tuition Assistance must reapply every year.

Tuition Assistance information is confidential. Only the Tuition Assistance Committee will be privy to this sensitive and personal information.

Statement of Non-Discrimination

Mackintosh Academy admits students of any race, color, national and ethnic origin, gender, sexual orientation, or religious affiliation to all rights, privileges, programs, and activities generally accorded or made available to students at the school. Mackintosh Academy does not discriminate on the basis of these factors in the administration of its educational policies, admissions policies, Tuition Assistance programs, or athletic and other school-administered programs.

TUITION ASSISTANCE SCHEDULE – RETURNING FAMILIES

Starting November 1st, families may begin to apply for Tuition Assistance for the 2018-19 school year. The process begins by completing your family's Personal Financial Statement (PFS) through the School and Student Services (SSS) of the National Association of Independent Schools at www.sssbynais.org. You will also need to complete supplemental financial documents required by Mackintosh Academy as described below in the checklist:

Tuition Assistance Checklist: (Please note that the school code is **4340** – listed as Mackintosh)

- Step 1: Go to www.sssbynais.org and click on 'Website for Parents and Families' to access the Parents' Financial Statement (PFS) Online. **(Due January 12, 2018)**
- Step 2: Submit a copy of your completed **2016 Federal Income Tax Returns**, with all related schedules directly to NAIS. **(Due January 18, 2018)**
- Step 3: Submit a copy of your **2017 W-2** directly to NAIS. **(Due February 1, 2018)**
- Step 4: Submit a signed original of the IRS Form 4506 to the Admissions office at Mackintosh Academy. (Do **not** submit payment, or form, to the IRS).
- Step 5: If you own a business or farm, please submit a Business/Farm statement directly to NAIS. (Schedule C, Form 1065 or form 1120S **with corresponding Schedule K-1 statements.**) **2016** documents are required. Mackintosh Academy may request 2017 statements depending upon circumstances.
- Step 6: If desired, you may submit a written explanation directly to the Admissions Office of your circumstances, especially if they are expected to change over the coming year.

Applicants will be notified of their award amounts by February 7th.

See <http://mackintoshacademy.com/admissions/datesdeadlines/> for a detailed schedule. A dedicated Tuition Assistance Committee makes all award decisions.

Remember to keep a copy of all records before submitting them to Mackintosh and to SSS.

If you have any questions as you work through the process feel free to reach out to Beth Steklac, Admissions Director, beth@mackintoshacademy.com