

# FINANCIAL SUPPORT GUIDE

## 2019 / 2020 SCHOOL YEAR

This guide will help you understand our FINANCIAL SUPPORT PLAN and explains how to fill out your COMMITMENT FORM.

### **FINANCIAL SUPPORT REQUIREMENTS**

The amount of financial support required for attendance at Sacred Heart Jr./Sr. High School varies by family based on the following three variables:

#### **VARIABLE 1 - Number in Family Attending Salina Catholic Schools (K-12)**

There are two different financial support plans – TABLE A (Jr./Sr. High School Students Only), or TABLE B (Joint). The two plans are explained below.

**TABLE A** - For families that will only have students at Sacred Heart Jr./Sr. High School and **will not** have a student at St. Mary's Grade School. See Table A on the last page of this guide.

**TABLE B** - For families that will have **one or more** students at Sacred Heart Jr./Sr. High School and **will** also have one or more students at St. Mary's Grade School. See Table B.

#### **VARIABLE 2 - Family Income**

When determining financial support requirements, family income will be defined as the combined income of a student's parents. Normally, it will be the ADJUSTED GROSS INCOME figure from the couple's federal income tax form(s).

When a family is intact, determining their income is a relatively straightforward endeavor. Factors such as divorce, child support, death, or remarriage, however, can greatly complicate the issue. When factors such as these apply, the goal of the Financial Support Committee will be to accurately determine the income of the parents or step-parents and to then require a financial support commitment that gives fair consideration to the parents' unique situation, yet is consistent with what is required of other families.

#### **VARIABLE 3 - Number of Students**

For purposes of determining a family's financial support requirement, the Number of Students includes only those students enrolled at Sacred Heart Jr./Sr. High School.

### **Determining Your FINANCIAL SUPPORT REQUIREMENT**

To determine your FINANCIAL SUPPORT REQUIREMENT, you should:

1. Go to the appropriate Financial Support Table (A or B).
2. Locate your family's income range line on the table.
3. On that line, go to the column appropriate for the number of students enrolled at Sacred Heart Jr./Sr. High School.

The number on the appropriate line in the appropriate column is the Financial Support Requirement for your family for the 2019/2020 school year for Sacred Heart Jr./Sr. High School.

### **Filling Out Your COMMITMENT FORM**

You should find the FATHER, MOTHER and STUDENTS sections of the COMMITMENT FORM to be self-explanatory. To complete the **FINANCIAL SUPPORT** section, please consider the following:

**Full Cost** The full cost of educating a child at Sacred Heart is \$9,100.00. If you are able, we respectfully ask you to consider paying the full cost per student. Your generosity would make a real contribution toward Sacred Heart fulfilling its Mission of Excellence. If you can pay the Full Cost, please mark Box A on the COMMITMENT FORM.

**Per the Table** Families that are unable to pay the Full Cost are required to pay according to income and the number of students enrolled at Sacred Heart Jr./Sr. High School per the appropriate table. We recognize that paying according to the table could present a significant challenge for families and we thank you for your financial support at this level. If you will be paying per the appropriate table, please mark Box B and then complete Items 1 through 4 below Box B.

To complete the **REGISTRATION/STUDENT FEES** section:

- Enter the appropriate dollar amounts based on the number of students you have enrolled.
- Enter the technology fees based on the number of students you have enrolled.
- Leave any lines blank that do not apply to you.
- Enter a TOTAL.

To complete the **COMMITMENT** section:

LINE 1 --

- If you commit to paying the Full Cost, you should enter \$9,100.00 x the number of students.
- If you commit to paying according to your income and number of students at Sacred Heart Jr./Sr. High School per the table, you should:
  1. Go to the appropriate Financial Support Table (A or B).
  2. Locate your family's income range line on the table.
  3. On that line, go to the column appropriate for the number of students enrolled at Sacred Heart.

The number on the appropriate line in the appropriate column is the Financial Support Requirement for your family for the 2019/2020 school year. **A family that commits less than the maximum amount for their appropriate table will need to attach a copy of the front page of their Federal Income Tax Return.**

LINE 2 -- Enter the TOTAL REGISTRATION/STUDENT FEES amount owed (shown as the last line in the "REGISTRATION/STUDENT FEES" section).

LINE 3 -- Add Lines 1 & 2 and enter the resulting TOTAL OWED on Line 3.

To complete the **PAYMENT CHOICE** section:

Every family must select how they will make their payments to the school. There are four payment options available: Automatic deduction, Monthly, Semi-Annual and Annual, which are explained below. Please check the appropriate box to indicate your choice.

**AUTOMATIC DEDUCTION** We would like all families to strongly consider the "Automatic Deduction" plan. This convenient payment option helps families avoid possible late fees while saving the school added expense. Families that choose the "Automatic Deduction" option must complete the enclosed authorization form.

**MONTHLY** Families that choose the "Monthly" option will make payments to Sacred Heart Jr./Sr. High School. Monthly payments are due on the 10<sup>th</sup> or the 20<sup>th</sup> of the month, July 2019 – June 2020. The family will receive a coupon book including labels to mail payments to ensure confidentiality.

**SEMI-ANNUAL** Families that select the "Semi- Annual" option must pay half of their Financial Support Requirement by July 1, 2019. They must pay the second half by January 1, 2020. These payments must be received in the Business Office prior to the deadline.

**ANNUAL** Families that select the "Annual" option must pay all of their Financial Support Requirement by July 1, 2019. This payment must be received in the Business Office prior to the deadline.

Regardless of your payment choice, you may combine your Registration/Student Fees with your Financial Support Requirements or you may pay these fees separately at the time you register in the fall. Please check the appropriate box to indicate your choice.

You must then sign and date the COMMITMENT FORM. A \$35.00 processing fee must accompany the form. This fee is nonrefundable. Please indicate whether you are paying by check or cash and enter your check number if by check. The COMMITMENT FORM is due by March 31, 2019. There is a late fee of an additional \$100.00 if it is received after April 17, 2019. We apologize for the late fee, but feel we must receive financial commitments on a timely basis in order to properly plan for the coming year.

## **TUITION SCHOLARSHIP & ASSISTANCE OPPORTUNITIES**

### **Medical Hardship**

If a family's out-of-pocket medical expenses (those not paid or reimbursed by insurance) exceeds 3% of income, then the family qualifies for a Medical Hardship. When the family determines its FINANCIAL SUPPORT REQUIREMENT, the family can reduce its income by the amount of the excess, thus also reducing its FINANCIAL SUPPORT REQUIREMENT. The family should mark the box next to Medical Hardship and send documentation of its medical expenses with the COMMITMENT FORM.

### **Salina Catholic Families Tuition Scholarship**

To assist Catholic families with their commitment to Catholic education, the Sacred Heart High School Endowment Board established a Scholarship Program that provides scholarships to families who have more than one student enrolled in our Catholic Schools. All families, regardless of income and with multiple students in the Catholic Schools are eligible. This scholarship is for each junior high and/or high school student and is renewable. The Salina Catholic Families Tuition Scholarship Program application can be found at [sacredheartknights.org](http://sacredheartknights.org) under the 2019-2020 Tuition Scholarships Available link or by contacting the Business Manager at 785-825-4011. Please complete and return the application to the business office by May 1, 2019.

### **Adopt-A-Student Assistance**

Adopt-A-Student Assistance is a fund established to assist Catholic families with their commitment to Catholic education. All families, regardless of income are eligible to apply for adopt-a-student assistance. The Adopt-A-Student assistance application can be found at [sacredheartknights.org](http://sacredheartknights.org) under the 2019-2020 Tuition Scholarships Available link or by contacting the Business Manager at 785-825-4011. Please complete and return the application to the business office by May 1, 2019.

### **Camarena Scholarship**

The Cecil & Isabel Camarena Scholarship was established in 1997 by Gene Camarena in honor of his parents. Hispanic students are eligible to apply for this Scholarship. The Camarena Scholarship application be found at [sacredheartknights.org](http://sacredheartknights.org) under the 2019-2020 Tuition Scholarships Available link or by contacting the Business Manager at 785-825-4011. Please complete and return the application to the business office by May 1, 2019.

### **Mary B. Dolan Scholarship**

The Mary B. Dolan Scholarship was established in 2017. Mary was a parishioner of Sacred Heart Parish in Salina. It was Mary's desire to start a scholarship fund to assist families receiving a Catholic Education. The award will be based on a family's financial need and involvement in the parish. For students to be eligible, his/her family must be registered members of Sacred Heart Parish for a minimum of 12 months. The Mary B. Dolan Scholarship application be found at [sacredheartknights.org](http://sacredheartknights.org) under the 2019-2020 Tuition Scholarships Available link or by contacting the Business Manager at 785-825-4011. Please complete and return the application to the business office by May 1, 2019.

### **Bill Grevas Scholarship**

The Bill Grevas Scholarship was established in 2018. Bill was a parent, past development director and supporter of Sacred Heart Jr. Sr. High School. Bill wanted to make a difference in the community and especially in kid's lives. Bill's wife Annie, and sons Nicholas '12 and Callum '15 chose to honor Bill by providing a memorial scholarship for junior high and high school students. This scholarship will be awarded to African American students to encourage diversity in the Sacred Heart Jr. Sr. High School community. The Bill Grevas Scholarship application can be found at [sacredheartknights.org](http://sacredheartknights.org) under the 2019-2020 Tuition Scholarships Available link or by contacting the Business Manager at 785-825-4011. Please complete and return the application to the business office by May 1, 2019.

### **Documentation of Income**

Each of the FINANCIAL SUPPORT options (Tables A or B) has a maximum financial support requirement. A family that commits to less than the maximum amount for their appropriate table will need to provide documentation of income. This will normally be a copy of the front page of your federal income tax form. Other documentation will occasionally be required, such as child support information.

Sacred Heart is committed to keeping your financial information confidential. The FINANCIAL SUPPORT COMMITTEE will be made up of people who are employed in the financial industry who are used to dealing with confidential information. They will be required to sign a special CONFIDENTIALITY AGREEMENT with Sacred Heart. For anyone who is not comfortable with sharing their income information, we will arrange for an independent accounting firm to review their financial data and then communicate only the appropriate financial support requirement to the school. The cost for such an arrangement will need to be paid by the family making the request. Please contact the Business Manager for details.

### **Non-Members of Salina Parishes**

For families that are not members of a Salina Catholic Parish, a minimum FINANCIAL SUPPORT REQUIREMENT of \$4,860 per student applies. For each student, these families would be required to pay the minimum of \$4,860 or the amount from Table A appropriate for their income level in the single student column, whichever is higher. For these families, the Joint Plan is not available. If a family is a member of a Catholic Parish outside Salina, they should call the Principal.

### **Registration/Student Fees**

A REGISTRATION/STUDENT FEE will be used to cover books, administrative costs and classroom expenses for students. The fee will be the same for all classes and a price break is provided for families with more than one student. The fees are:

\$475	1 <sup>st</sup> Student
\$325	2 <sup>nd</sup> Student
\$100	Each Additional Student
\$25	Technology Fee

### **Family Service Program**

Sacred Heart needs more than tuition dollars to operate efficiently and effectively. Family involvement is essential for the success of the school as it not only helps keep tuition low, but also helps to build a strong sense of community and ownership. Parent and family involvement has always been the cornerstone of our school. This expectation of family and parent volunteer service within our school has always been somewhat of an unwritten rule. To better explain the benefits as well as to invite everyone to get involved, we feel the need to put this expectation in writing. Sacred Heart is asking each family to contribute a minimum of 20 hours of volunteer service (July 1 – June 30). We have found that many families already meet or easily surpass this hourly requirement. For this, we are extremely grateful. There are many opportunities throughout the school year for families to become involved. Contact the Development Office for more information

# FINANCIAL SUPPORT REQUIREMENTS 2019-2020

Registration Fees		<b>TABLE A</b>				<b>TABLE B</b>				
1 <sup>st</sup> Child	\$475.00	<b>Jr./Sr. High School</b>				<b>Joint</b>				
2 <sup>nd</sup> Child	\$325.00	<b>Students Only</b>				Students at SHJSHS & St. Mary's Grade School  This table reflects the portion of Financial Support required by Sacred Heart Jr./Sr. High. An additional requirement will be owed to St. Mary's Grade School. Contact St. Mary's for details.				
each Additional	\$100.00									
Technology Fee (per student)	\$25.00									
Income Range			Number of Students at SHJSHS				Number of Students at SHJSHS			
			1	2	3	4	1	2	3	4
0	to	30,000	1939	2875	3212	3408	1501	1818	2034	2160
30,001	to	32,500	2115	3178	3550	3765	1637	1981	2217	2355
32,501	to	35,000	2290	3488	3897	4134	1811	2193	2454	2603
35,001	to	37,500	2466	3756	4196	4449	1950	2360	2643	2805
37,501	to	40,000	2643	4026	4498	4770	2088	2528	2830	3004
40,001	to	42,500	2819	4350	4862	5154	2274	2753	3081	3270
42,501	to	45,000	2995	4622	5165	5478	2416	2924	3226	3382
45,001	to	47,500	3171	4959	5538	5874	2558	3105	3474	3691
47,501	to	50,000	3347	5234	5846	6199	2700	3270	3660	3883
50,001	to	52,500	3580	5573	6226	6603	2843	3441	3851	4088
52,501	to	55,000	3759	5853	6535	6933	3044	3686	4125	4378
55,001	to	57,500	3939	6130	6849	7271	3189	3861	4320	4586
57,501	to	60,000	4119	6409	7162	7595	3334	4037	4518	4795
60,001	to	62,500	4297	6773	7564	8020	3478	4212	4711	5003
62,501	to	65,000	4475	7056	7881	8360	3624	4387	4910	5212
65,001	to	67,500	4656	7338	8194	8691	3768	4561	5107	5419
67,501	to	70,000	4833	7620	8511	9026	3914	4739	5301	5626
70,001	to	72,500	5013	7903	8828	9360	4058	4915	5501	5838
72,501	to	75,000	5192	8183	9140	9693	4203	5090	5696	6044
75,001	to	77,500	5372	8465	9459	10029	4349	5265	5891	6254
77,501	to	80,000	5550	8748	9770	10361	4493	5440	6085	6462
80,001	to	82,500	5730	9030	10088	10695	4638	5614	6286	6673
82,501	to	85,000	5878	9313	10405	11037	4782	5790	6478	6880
85,001	to	87,500	6088	9594	10718	11367	4928	5964	6677	7087
87,501	to	90,000	6266	9876	11032	11699	5073	6141	6874	7295
90,001	to	92,500	6395	10164	11353	12041	5218	6317	7070	7503
92,501	to	95,000	6567	10175	11655	12395	5365	6475	7261	7705
95,001	and	above	6780	10505	12033	12797	5539	6685	7496	7955