



Aquinas & St. Mary's Catholic Schools

Tuition & Scholarship Policy

Version 1

Approved January 23, 2020

It is the desire of Aquinas & St. Mary's Catholic Schools (the Schools) to provide accessible and affordable Catholic education to all families who desire it. To that end, the Schools have established the Guardian Angel scholarship fund and encourage all families to apply for scholarships offered by the Lincoln Diocese. This policy will describe the Schools' process for setting tuition amounts and awarding scholarships.

Prior to November 1 each year, the Finance Committee will make a recommendation to the Chief Administrative Office (CAO) regarding tuition amounts to be charged for the upcoming school year based on budget projections. The CAO will amend the tuition amounts as necessary and make a final decision for tuition to be charged on or before November 1. When the scholarship/tuition management software/website becomes available, tuition amounts will be communicated to School families and imported into the scholarship/tuition management software/website.

On January 1, scholarship applications will open to all School families. Scholarship applications and supporting documentation will be due based on timeframes set forth by the Lincoln Diocese. Once the scholarship deadline has passed and the Diocese has awarded the Good Shepherd scholarships, the Schools' staff will work to award Guardian Angel scholarships within 15 business days. All scholarships (Good Shepherd & Guardian Angel) will be communicated to School families and imported into the scholarship/tuition management software/website within 20 business days of the closing of the Diocesan scholarship application period.

Guardian Angel scholarships will be awarded based on families' tuition due as a percentage of the household Adjusted Gross Income (AGI). If funds are available, Guardian Angel scholarships will be awarded to all families whose total tuition due (after Good Shepard scholarships) exceeds 7% of the household AGI. Household AGI will be verified through supporting documentation submitted by families during the application for Diocesan scholarships.

In an effort to provide an employee benefit, the Guardian Angel scholarship will be extended to all full time (employees scheduled to work 32+ hours each week) teachers & staff of the Schools. A Guardian Angel scholarship will be awarded to cover one half of the tuition due for the employee's dependents after Good Shepherd scholarships have been awarded. All employees desiring to obtain the benefit, must apply through the Diocesan scholarship application.

All Guardian Angel scholarships will be awarded by School staff based on information submitted by School families through the Diocesan Good Shepherd scholarship application. Only in extenuating circumstances, will a family be eligible to apply for Guardian Angel scholarship funds without submitting a Good Shepherd scholarship application by the stated deadline. Examples of such extenuating circumstances may include, but are not limited to, families moving to the area after the scholarship deadline, family hardships, drastic changes in family income, etc. Such applications will be approved as

needed by the CAO and will require families to submit the same application and supporting documentation as if they had applied by the original deadline.

Scholarships will not be awarded for preschool, pre-k, or other early childhood education programs.

In summary, following is an outline of the order in which households will be considered for Guardian Angel scholarship funds:

1. Good Shepherd scholarships will be applied to reduce the household's tuition due;
2. If tuition due for the dependents within the household still exceeds 7% of the household's AGI, Guardian Angel scholarships will be awarded to reduce tuition paid to equal 7% of AGI;
3. Finally, if a fulltime employee's household owes tuition for dependents, the remaining amount due will be reduced by 50%.

Following are some examples of potential Guardian Angel scholarship awards:

Household Size (verified by tax return)	Household AGI (verified by tax return)	Tuition by Child	Good Shepherd Scholarship	Guardian Angel for Third Dependent+	Guardian Angel for Tuition as % of AGI	Guardian Angel for Employee Benefit	Tuition Due
7	\$ 75,000	\$ 3,240	\$ 1,600	\$ 0	\$ 0	\$ 0	\$1,640
		3,240	1,600	0	0	0	1,640
		2,590	1,300	0	0	0	1,290
		1,880	1,300	580	0	0	0
		1,880	1,300	580	0	0	0
Totals		\$ 12,830	\$ 7,100	\$1,160	\$ 0	\$ 0	\$ 4,570

5	\$ 55,000	\$ 3,240	\$ 1,600	\$ 0	\$240		\$1640
		3,240	1,600	0	240		1640
		2,590	1,300	0	240		1290
Totals		\$ 9,070	\$ 4,500	\$ 0	\$ 720	\$ 0	\$3,850

4	\$ 30,000	\$ 3,240	\$ 1,600	\$ 0	\$470	\$ 0	\$1,640
		2,590	1,300	0	470	0	1,290
		1,880	1,300	0	470	0	580
Totals		\$7,710	\$ 4,200	\$ 0	\$1,410	\$ 0	\$2,100