

COMMUNITY · CHARACTER · CONFIDENCE
NASHOBA BROOKS
SCHOOL

October 3, 2011

Dear Parents,

Nashoba Brooks offers financial assistance to all families who qualify. This year the Nashoba Brooks Application for Financial Assistance and the accompanying letter are emailed to all families at the school in order to inform them about the process. Nashoba Brooks is a member of the School and Student Services By NAIS (SSS), an organization that assists schools in making equitable awards. SSS provides need-based financial aid analysis for families and schools by using a standardized approach, devised by the Educational Testing Service (ETS), for the determination of each family's need.

The procedure for applying for financial assistance for the 2012-13 academic year requires that candidates' families submit the following forms: *(Please note: we strongly recommend that you complete the PFS online at sss.nais.org/parents and it will save you \$12 off the SSS fee. If you prefer to complete a hard copy of the PFS, please contact Maggie Barbuto at 978-369-4591, ext. 123 and she will be happy to mail you the required forms.)*

- The Nashoba Brooks Application for Financial Assistance. **Please note that all items must be completed.**
- The SSS Parents' Financial Statement (PFS) filed either on-line at sss.nais.org/parents or mailed directly to SSS with a copy mailed to Nashoba Brooks.
- A copy of the parents' and student's, if applicable, 1040 tax form for 2011 and all schedules and supporting documentation, including a copy of all W-2s
 - **No award will be granted until the final 2011 tax form and supporting documentation have been received.**
 - **The final 1040 tax form for 2011 must be received by Monday, February 27, 2012.**
- For parents who are separated or divorced, a copy of your former spouse's 1040 and supporting documentation, including the W-2.

The Parents' Financial Statement (PFS) and the processing fee are either completed on-line or mailed directly to SSS. A copy of the PFS, the NBS Application for Financial Assistance, parent 1040 tax form for 2011 (including all schedules, W-2s, and supporting documentation), and student's 1040 tax form, if applicable, is submitted to the School. **The school must receive all of these forms, either completed on-line or mailed to SSS, no later than Monday, January 30, 2012. No application for financial assistance will be accepted after the due date of January 30th. If your 1040 tax form has not been finalized by this date, a draft copy will be accepted; however, the final copy must be received no later than Monday, February 27, 2012. No award will be granted until a copy of the final 1040 has been received.**

The School is committed to making a Nashoba Brooks education financially accessible for all students. As part of this commitment, the Board of Trustees has voted consistently to increase the annual budget for financial assistance. The amount of the award is based on a family's need as determined, in large part, by SSS. The School believes that the primary responsibility for financing a student's independent school education rests with his or her family; however, this responsibility is based on the ability of the family to participate in the payment of tuition. The Financial Assistance Committee reviews all requests and supporting documentation. Financial assistance at Nashoba Brooks is limited and is awarded based on need and availability of funds. Families who have submitted all forms by January 30, 2012 will be notified prior to March vacation.

If you have questions about financial assistance, please call the school's Director of Finance and Operations, Maggie Barbuto at extension 123. She will be pleased to assist you.

Sincerely,



E. Kay Cowan
Head of School

200 Strawberry Hill Road, Concord, Massachusetts 01742

Enc.

Telephone 978. 369. 4591 | Facsimile 978. 287. 6038

NASHOBABROOKS.ORG

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**Application for Financial Assistance
 For Academic Year 2012-2013**

ALL ITEMS MUST BE COMPLETED

Name of Student(s): _____ Grade: _____

Student(s) live(s) with: _____

Parent / Guardian

Parent / Guardian

Name:	_____	_____
Home Address:	_____	_____
	_____	_____
Home Phone:	_____	_____
Email:	_____	_____
Occupation:	_____	_____
Employed By:	_____	_____
Business Phone:	_____	_____
Gross Salary:	_____	_____

Name of Sibling(s)	Age	School/Day Care	Tuition/Fees	<u>Amount Paid By</u>
				Parent Grandparent Trust
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

What is the maximum amount your family can contribute toward your child's Nashoba Brooks education next year?

If both parents do not work full time, please explain why:

_____ I/We have read the financial assistance letter and understand the procedures for applying for financial assistance. Please refer to the Nashoba Brooks website, www.nashobabrooks.org, for further information on financial assistance.

_____ I/We shall submit the SSS forms to the School and Student Service for Financial Aid (SSS), either on-line at sss.nais.org/parents or a hard copy mailed, by January 30, 2012. *(Please note: we strongly recommend that you complete the PFS online and it will save you \$12 off the SSS fee. If you prefer to complete a hard copy of the PFS, please contact Maggie Barbuto at 978-369-4591 ext. 123 and she will be happy to mail you the required forms.)* In order to be considered for financial assistance, applications must be received by Monday, January 30, 2012.

_____ I/We shall submit a copy of the SSS forms and a copy of the family's and students, if applicable, 1040 tax forms for 2011 and all schedules and supporting documentation, including a copy of all W-2s. If the tax forms are not completed by January 30, a draft copy or a final of the 2010 forms may be submitted. The final tax forms for 2011 must be received by Monday, February 27, 2012.

_____ I/We understand that no award for financial assistance will be granted until the 2011 final tax form and supporting documentation have been received.

_____ I/We understand that financial assistance at Nashoba Brooks is limited and is awarded based on need and availability of funds.

_____ I/We understand that priority for financial assistance goes to current Nashoba Brooks families in need and that acceptance to Nashoba Brooks does not guarantee the receipt of financial assistance.

Signatures:

Parent: _____ Date: _____

Parent: _____ Date: _____