Please Read carefully as the procedure for submitting your Financial Assistance Application has changed from last year!

**Actions Necessary to Finalize Your Tuition Assistance Application**

- Complete Tuition Assistance Application
- Attach a copy of your 2020 Federal Tax Return
- Attach a copies of your 2020 W-2’s
- Attach any other information as specified on the application form
- Submit your completed application and supporting documentation to Covenant Tuition Services in one of the following ways:
  - Mail: Covenant Tuition Services
    PO Box 111
    Fulton, IL 61252
  - Email: info@cts-tuition.com
  - Fax: 815-589-3869
- Make your application processing fee payment

To be eligible and qualify for Financial Assistance, complete and submit all information to Covenant Tuition Services (CTS) prior to the deadline date of **5/1/2021**. Funds are limited so apply as soon as possible. Funds will be awarded on a first come first serve basis.
*Payment Options*

A check for $25.00 may be mailed with the application (or mailed separately if you choose to fax or email your application to CTS)

If you would like to pay by card instead of by check for $25.00, there is a $2.00 service charge. CTS can send you an invoice from PayPal where you can make your $27.00 payment securely online.

Name of Parent on Application: ________________________________

Address: ________________________________

City, State, and Zip: ________________________________

Phone: ________________________________

**To receive a PayPal invoice, please list your email on the line below:**

Email to send invoice: ________________________________

By signing below, I agree to pay the **$27.00** invoice from CTS to pay for processing this application.
I also understand that an unpaid invoice will hold up the processing of this application.

Signature: ________________________________

Employment Status (Select # from below for each Parent): Father: _____  Mother: _____

1. Employed by Another
2. Self-employed
3. Temporarily Unemployed
4. Full Time Homemaker
5. Unemployed
6. Retired/Permanently Disabled
7. Temporarily Disabled
8. Full Time Student

Total Tuition 2021/2022 Academic Year: $ _____ Required

Amount of Tuition Family Can Pay: $ _____ Required

Amount of Tuition Relatives/Others Can Pay: $ _____ Required
Covenant Tuition Services
Covenanting to Serve Christian Schools as unto the Lord
www.cts-tuition.com/app/lakstjmi/
Tuition Assistance for the
2021-2022 Academic School Year

Lake Michigan Catholic Schools
915 Pleasant St • St. Joseph, MI 49085 • Phone: 269-983-5529 • www.lmclakers.org

Due Date: May 31st, 2020

Parent/Guardian Name: __________________________ Phone/Email: __________________________
Number of persons in household: __________________ Names & Grades of children applying:_______
Number of adults in household: __________________ __________
Marital Status: (Circle one) __________________________ __________________
    Married       Single       Single Parent Sharing Expenses

Household Income
1. 2020 Adj Gross Income: __________________________ (Total for all household adults; Line #11 from Federal Taxes)
2. 2020 Earned Income Credit: _________________________ (Line #27 from Federal Taxes)
3. 2020 Father’s W-2 income: __________________________ (W-2 box 3)
4. 2020 Mother’s W-2 income: __________________________ (W-2 box 3)
5. 2020 Social Security Benefits: ________________________ (Include statements for all household recipients)
6. 2020 Child Support Received: ________________________ (Include total for all household recipients)
7. 2020 Military/Clergy House Allowance: _____________
8. 2020 Non-taxable income: ____________________________ (W-2 box 12; ADC; General Assistance; Food Stamps; others)

Household Assets
15. Household Adults’ Cash on Hand: ________________ (Total in all: Cash, Checking, and savings)
16. Value of Home __________________________________
17. Value owed on Home: ____________________________
18. Value of stocks, bonds, investments: ____________ (Exclude retirement and pension accounts)
19. Value of other assets owned: _____________________
    Circle type: real estate business farm
20. Amount owed on assets in #19: ________________

Household Deductions
10. 2020 Medical/Dental expenses: ____________________ (Expenses not covered by insurance and premiums paid outside of an employer’s plan. You must provide a Schedule A or an itemized list of expense.)
12. 2020-2021 K-12 Tuition Paid: ________________________ (Total after all amounts paid on your behalf by others, grants, and gifts are subtracted. Don’t include college tuition here, See #22)
13. 2020 Church contributions: ________________________ (Include Schedule A or letter from the church)
14. 2020 Childcare expenses: _________________________ (Include Form 2441 or bill from provider)

Other Information
22. 2020 Household college tuition paid: ______________ (Include Form 8863 or bill from college showing amount paid)
23. List weekly unemployment amount for all unemployed household parents: ______________
24. Additional sheets can be used to explain special circumstances if necessary, for processing, such as medical hardships, changes in employment that will cause increase or decrease in income, etc.

Complete form and send with the following required items:
1. Payment for processing (choose only one option)
   a. Check/Money Order for $25. Please do not mail cash.
   b. PayPal invoice for $27
2. Copy of 2020 Federal Tax Return and 2020 W-2(s)
3. Copy of Schedules and Forms filed with the tax return; Required items are Schedules: 1, A, C, E, F and Forms: 2441 and 8863
4. Any other supporting documents listed for questions #3-#22

Applications can be sent one of the following three ways:
1. Mail: Covenant Tuition Services
   PO Box 111
   Fulton, IL 61252
2. Email: info@cts-tuition.com
3. Fax: 815-589-3869