



CAROL NURSERY SCHOOL

2019-2020 School Year

Dear Parent/Guardian:

In order to make its programs available to a wide range of students, Carol Nursery School offers tuition reductions to eligible families. The reductions are made on a sliding scale based on the yearly income of the applicant's family and must be approved by a majority vote of the Parents' Association Board of Trustees Executive Committee. Applicants are required to submit proof of income* to the Board of Trustees Vice President. This information, on an anonymous basis, will be provided to the Board of Trustees Executive Committee for its consideration. It is also possible for families with emergency expenses or other extenuating financial needs to receive a reduction in tuition. Again, appropriate documentation, along with the application, must be submitted to the Board of Trustees Vice President.

The amount of financial aid will be calculated by reducing the tuition (excluding snack fees) by a percentage based on the applicant's income. The 10% sibling discount is not available to families receiving financial aid. While Carol Nursery School would like to assist all families in need, **there is a predetermined amount of aid available each school year.**

The attached application, briefly explaining your financial situation, is required along with your 1040 tax form. **Hard copy documents must be submitted to the CNS office no later than April 15, 2019** (No electronic submissions accepted). Questions, forms and correspondence should be directed to the Vice President of the Board of Trustees to ensure that confidentiality is maintained. If you would like to request financial aid, please feel free to contact me or submit your forms.

Sincerely,

Erin Foster, Vice President
Carol Nursery School Board of Trustees
erinbfoster@gmail.com • 773-450-7181

* In absence of U.S. tax forms - for foreign students:

- 1) Copy of Student Visa
- 2) Copy of letter from university tendering scholarship
- 3) Signed letter stating no U.S. or foreign source of income



CONFIDENTIAL WHEN COMPLETE

CAROL NURSERY SCHOOL

Parent / Guardian Name(s): _____

Home Address: _____ City: _____ State: _____ Zip: _____

Primary Phone: _____ Email: _____

Student Name _____ Class Enrolled _____

Student Name _____ Class Enrolled _____

Student Name _____ Class Enrolled _____

*Please attach HARD COPIES ONLY of the following 2018 tax form: **1040** (No supporting schedules or documentation needed.)

Adjusted Gross Income: _____

Special Expenses (Please Elaborate):

Medical: _____

Disability: _____

Casualty: _____

Other: _____

Signature _____

Date _____

NOTE: FINANCIAL AID DOES NOT AUTOMATICALLY RENEW. APPLICATIONS MUST BE SUBMITTED FOR EACH SCHOOL YEAR.