



Archdiocese of Detroit

DEPARTMENT OF EVANGELIZATION, CATECHESIS AND SCHOOLS
OFFICE OF CATHOLIC SCHOOLS

January, 2017

Dear Parents:

The Archdiocese of Detroit has contracted with FACTS Grant & Aid Assessment to conduct the financial need analysis for the schools in the Archdiocese for the upcoming 2017-2018 school year. As a result of the Stewards for Tomorrow Campaign and the establishment of the Archdiocesan Endowment, the Archdiocese of Detroit is able to offer this opportunity to many of the families in the Archdiocese of Detroit. Families who are eligible to apply for the Archdiocesan Tuition Assistance through this process must complete an application online and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by April 7, 2017.

Parent Information Letter and Pastor's Signature Sheet:

It is important that you read the Parent Information Letter which will answer frequently asked questions, as well as download the Pastor's Signature form that must be signed by your pastor indicating that you are an active parishioner in your parish. The following documents can be found on the Archdiocese of Detroit website and/or the school's website. Both of these documents are available by clicking on the attached link.

Once an online application has been completed, the following information will need to be sent to FACTS to complete the application process.

- Copies of your most recent Federal tax forms including all supporting tax schedules
- Copies of your most recent W-2 forms for both you and your spouse (if applicable)
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.
- Pastor's Signature Form. This form is only required if you are applying for the Archdiocese Tuition Grant and not for any other school or parish related scholarships.

All supporting documentation can be uploaded in pdf format online. It is recommended that once the application is completed online, additional documentation is uploaded or faxed or mailed at one time to prevent missing documents. Documentation can also be faxed to (866) 315-9264 or mailed to the address below. Please be sure to include the applicant ID on all faxed or mailed correspondence.

FACTS Grant & Aid Assessment
P.O. Box 82524
Lincoln, NE 68501-2524

If you have questions or concerns about the application process or how to complete the application, you may speak with a FACTS Customer Care Representative at (866) 441-4637. For general information, you may call Angela Naylor at (313) 237-5775.

Sincerely,

Angela R. Naylor

Angela R. Naylor, Tuition Assistance Coordinator

