



Presbyterian Pan American School

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FINANCIAL AID FORM

SCHOOL POLICY ON FINANCIAL AID

It is the belief of Presbyterian Pan American School that parents have the responsibility to finance as many of their child's expenses as possible that are related to the educational program offered by this institution. We understand that certain circumstances, such as level of income or other commitments can prevent the payment of the full tuition and other expenses related to the child's education. The Mission Statement of Presbyterian Pan American School states, among other points, that the school exists "to assist students financially according to their economic need as they prepare for college." The School's financial aid program is supported by the benevolent gifts of members, congregations, and governing bodies of the Presbyterian Church (U.S.A.), by grants from various foundations, and by contributions and gifts from ex-students; the program is also funded by the school's endowment fund. Students receive their basic grant by the work they perform during the school year, for example, at the library, the kitchen, the dormitory, administrative offices, classroom buildings, landscaping or the ranch. Students receive additional assistance through grants if their grades and conduct justify it. The student's involvement in community service programs is also considered in providing these grants.

INSTRUCTIONS & REQUIREMENTS:

The applicant needs to meet the following requirements;

- a) The student must have completed all the admission requirements for the academic program.
- b) Parents must *explain* fully in a letter their financial need and the impossibility of being able to pay the full tuition then provide the 3 most current months of household costs, ex: utility bill, phone bill, cable bill etc...
- c) Ordinarily, the applicant must have an academic average of 85 or better during the previous 2 academic years and in the current one to qualify for consideration of financial aid.
- d) The Financial Aid Committee needs to receive all of the information requested to consider the application. Parents need to state clearly the amount of the financial aid requested on the space provided on the form. Provide the last tax return submitted to the Internal Revenue Service (or equivalent government agency if applicant's family is from another country) and copies of other documents that can support the stated monthly or annual salary being earned, or a notarized document (like a public accountant) stating the total family's monthly income, must be sent with the application. If paystubs are provided please enclose the last 3 current months of paystubs. Also the 3 most current months of bank statements must be provided.
- e) The pastor, priest or elder of the applicant's Church must complete and sign the Church Recommendation Form. The official seal of the church must be stamped on the form. If the applicant is not a member of any church or religious organization then he or she needs to present a letter demonstrating a willingness to keep an open mind of the Christian values and virtues that will be taught here at Presbyterian Pan American School.

FINANCIAL AID COMMITTEE

The Committee determines the amount of the grant offered to each applicant. In reaching its decision, the Committee verifies and studies carefully the financial resources available to the parents, the academic average of the applicant, the degree of participation in various school activities and in his/her church.

► Beginning in the school year of 2015-2016, the maximum financial aid will be 50%. Only in special circumstances will more than 50% be considered.

Name of the applicant: _____

Father's name		Mother's name	
Address	City	State	Zip Code
Country _____	Telephone(s) _____		

Applicant's personal data:

The applicant lives with: Parents Father Mother Guardian Stepparent
 Another person _____

Parents are: Married Separated Divorced Father deceased Mother deceased

Family's Annual Income:

Members of the family who are employed: Father only Mother only
 Both father and mother Other members of the family _____
 Father unable to work or unemployed? Explain: _____
 Mother unable to work or unemployed? Explain: _____

Currency used: _____
(Dollar, Peso, Real, Lempira, etc.)

Company/Organization/Employer	Address (City, State, Country)	Parent/Guardian	Annual Salary
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Annual Family Income \$ _____

Family Dependents:

Persons who depend on the family income other than parents:

Name	Age	Relationship	Public or private school	Monthly Tuition
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____

Amount of Financial Aid Requested by the Family *\$ _____ (US Dollars)

*[*This information must be provided in order for the application to be considered]*

Personal References:

Persons who can provide references of your family not related to the applicant:

Name	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

We own our home House is owned by _____
Name of the landlord, address, and telephone

Name of your pastor, address, and telephone _____

PARENTS FINANCIAL STATEMENT

Currency used: _____ (Dollar, Peso, Real, Lempira, etc.)

ASSETS

VALUE

BANK ACCOUNTS (Current accounts)

Name of the bank, address, and telephone: _____

Checking: _____ \$ _____

Savings: _____

Stocks and bonds: _____

Other investments: _____

EQUIPMENT (Current Value):

Automobile: _____ \$ _____

Truck: _____

Other: _____

REAL ESTATE (Current Value):

Address, City, State

House(s): _____ \$ _____

Farm: _____

Business: _____

Rental property: _____

Livestock: _____

OTHER PROPERTY:

_____ \$ _____

TOTAL ASSETS \$ _____

LIABILITIES

Name of the Bank, address, and telephone:

Mortgage: _____

Auto Loan: _____

Bank Loan: _____

Other Loans: _____

Other debts: _____

TOTAL LIABILITIES \$ _____

NET WORTH (Assets less liabilities) \$ _____

REPORT OF MONTHLY INCOME

Total monthly income from all sources (excluding taxes): \$ _____

Please provide the various sources that determine the total monthly family income earned by your family:

- Salaries Rental property Dividends Interest Pension
 Paternal or maternal support because of divorce or separation Alimony being paid because of divorce or separation
 Life or other type of insurance settlement Social Security payments Disability payments Trust funds

Other sources, explain:

REPORT OF MONTHLY EXPENSES

Mortgage payment \$ _____
Rent _____
Auto payment _____
Payment of other loans _____
Electricity, water, gas, and other services _____
Medical expenses (Monthly average) _____
Other payments, explain _____

TOTAL MONTHLY PAYMENTS \$ _____

DISPOSABLE INCOME (Income less expenses) \$ _____

Provide any special circumstance, indicating date and cost that may affect the consideration of your application (for example, losses caused by a natural disaster, illnesses, etc.)

The undersigned, father, mother, or guardian of _____, having revised carefully the information that I have provided herewith, declare that it is true, correct, and complete to the best of my knowledge. I also authorize Presbyterian Pan American School to verify the information provided, in its totality or partially.

Signature of applicant's father, mother, or guardian

Date

VERIFICATION BY THE SCHOOL

Presbyterian Pan American School reserves the right to verify the information and authenticity of each document that the applicant has submitted and to deny admission or grants if it is proven that the information submitted is false. Any unreported financial information discovered during the verification process shall result in the immediate termination of the admission process and the cancellation of any grant previously awarded.

NOTIFICATION TO PARENTS

The Financial Aid Committee will report in writing to the parents its decision. The letter will include the amount granted and the tuition balance that the parents need to pay; or why the committee denied the grant. Parents must notify the school within a prescribed period if they have accepted the grant offered. Parents must send the Tuition Contract properly signed together with the tuition deposit by the date requested to assure a place for the applicant.