

Bethany Busy Bee Early Learning Center

Application for Tuition Assistance 2022-2023

Please fully complete the following application, marking n/a when not applicable and submit it to the School Office. Please schedule an appointment if you need assistance completing this form. The Busy Bee Board will make all decisions regarding tuition assistance. Busy Bee does not discriminate on the basis of race, sex, religion, or disability.

Child's Name: _____ Date of Birth _____

Address: _____
Street City Zip

Child's Race, Ethnicity and Country of origin: _____

Father's Name: _____ Mother's Name: _____

1. Child lives with: Both parents____ Father____ Mother____ Other____ (Please Explain)
2. Please mark the best description of your living circumstances:
Living with others____ Renting____ Home Owner____ Other____(Please Explain)
3. Number of persons in your household: _____ Number of dependents: _____
4. If you are currently receiving financial aid from the government, please list monthly amount:
Unemployment \$ _____ SSI/SSDI \$ _____ Section 8 Housing \$ _____
Food Stamps \$ _____ WIC \$ _____ Medicaid Coverage \$ _____
Energy Assistance \$ _____ Other \$ _____ (Please Explain)
5. Please list any court mandated funds you receive: \$ _____
6. If you or your spouse are receiving any other voluntary funds, please list monthly amount:
\$ _____
7. Please total last month's income from all sources: \$ _____
8. 2021 Adjusted Gross Income from your 2021 Form 1040EZ Line 4 or Form 1040 Line 37:
\$ _____
9. Please explain any fluctuations in your income: _____
10. If we no longer have tuition assistance money available in January or if you do not receive tuition assistance, how will you pay the tuition for your child? _____

11. Please explain any unusual circumstances that would influence your child's need/eligibility for Tuition Assistance (debts, unanticipated medical expenses, needs of other dependents, etc.)

12. What other expenses do you have for extracurricular or optional activities for your children and how do you pay for these activities? _____

13. How much tuition assistance are you hoping to receive and for how long? _____

14. Are you or your spouse currently enrolled in any education program?

GED____ Community College____ University____ Graduate Program____ Other____

15. Other comments to be considered by the Board:_____

I authorize the Bethany Busy Bee Early Learning Center Board to contact the above organizations to verify the information provided. I attest that the above information is accurate and I understand I am obligated to report changes in my household income. Bethany Busy Bee Early Learning Center promises to respect the confidentiality of this information.

Printed Name	Signature	Date (Fall)
Printed Name	Signature	Date (Spring)

Please note: \$200 Registration Fee must be paid to secure a spot, and the prior school year balance must be paid before a Scholarship Award will be issued.

Space for notes by Board:

Federal Poverty Index for 2022

Please **check** the number of family members and then read across the row to **check the amount just above your household's 2021 annual income.**

Family Members	Income Under				
2	\$20,141	\$23,803	\$27,465	\$31,127	\$34,789
3	\$25,333	\$29,939	\$34,545	\$39,151	\$43,757
4	\$30,525	\$36,075	\$41,625	\$47,175	\$52,725
5	\$35,717	\$42,211	\$48,705	\$55,199	\$61,693
6	\$40,909	\$48,347	\$55,785	\$63,223	\$70,661
7	\$46,101	\$54,483	\$62,865	\$71,247	\$79,629
Gen. Guidelines	90%	70%	50%	30%	10%

Tuition Assistance is a partnership between Busy Bee and parents who desire, but are unable to provide an early education for their child. Busy Bee does not discriminate on the basis of race, color, sex, ethnicity, religion or abilities in the award of tuition assistance.

Funds for tuition assistance are available through the generous donations of the school and church families as well as annual fundraising, and grant awards to Busy Bee. The funds available are a limited amount and the amount vary each year. Therefore, to be considered, a confidential application must be submitted to the school for the governing board to review.

Stipulations for Tuition Assistance

In order to be a recipient of tuition assistance, you must agree to honor the following stipulations. Please read and initial by each stipulation. Should you have any questions or need further clarification, it is your responsibility to request clarification with the school director.

1. ___ Any school balances from a prior school year must be paid in order for a new application to be considered.
2. ___ The full Registration Fee must be paid to secure the child's spot.
3. ___ Please provide us with a valid credit card which will be used to pay a missed payment. Name on credit card _____ Credit card number _____
CVC _____ Expiration Date _____
4. ___ If a payment is not received on time, you are expected to communicate with the director regarding payment before the 10th of each month.
5. ___ **A "Good Faith" payment of any possible amount is welcomed whenever you are unable to pay your full portion.** If there is no Good Faith payment and communication in with the director to make payment arrangements, the tuition assistance will be withdrawn within the second month of no payments received. Furthermore, no future tuition assistance will be allocated until the past due balance is paid.
6. ___ Parents receiving tuition assistance are expected to be actively involved in selling or helping collect donations and pledges for the schools' fundraising events such as Butterbraids and Silent Auction. As well as, volunteer in school activities for a minimum of two hours per month. Parents must sign the volunteer log each time they volunteer.
7. ___ **CCAP** applications are to be completed, when a parent is enrolled in school.
8. ___ Tuition assistance is not automatically renewable, you must apply for it each school year with your current financial status. You are required to **completely pay off your school tuition balance to re-apply for tuition assistance for each school year.**

Tuition Assistance Applications that will be considered for the new school year are due by September 1st. It takes the board about two weeks to review all the applications and determine how the funds available will be distributed amongst the applicants. Therefore, the first payment is applied towards the end of September. Thereafter, it will be applied on the first of each month. Financial need will be based on income, family size, and family assets. Re-enrolling families receive priority consideration for tuition assistance. The governing board will retain 10% of the donated funds for emergency situations or extenuating circumstances that develop over the course of the year. Bethany Busy Bee typically limits awards to 10% – 50% of the tuition, with 90% as the maximum award available. Families are required to submit a copy of their most recent taxes along with this tuition assistance form.

Thank you for fully completing the Tuition Assistance Form. The chair of the governing board will send a letter to the applicant confirming or denying their request for tuition assistance by the end of September. Any approved financial assistance will be applied to your account on monthly basis, starting with September tuition to be applied at the end of September, then the first of each month thereafter.