

Tuition Assistance

Duchesne Academy Tuition Assistance Program

The tuition assistance program at Duchesne Academy provides assistance to deserving students based on the family's demonstrated financial need. A portion of the school's operating budget is allocated for tuition assistance grants to students who would otherwise not be able to attend for financial reasons.

Applying for Tuition Assistance

Tuition assistance applications are **available online beginning November 1, 2018**. The cost of the application is \$35 and is to be paid by credit card at the end of the application. If you need additional assistance, please contact Melanie Vallejo in Student Accounts by email at melanie.vallejo@duchesne.org or 713-468-8211, extension 192.

All online applications are required to be **completed by March 1, 2019**.

- A link to Smart Aid may be found on the Duchesne website www.Duchesne.org. Go to the Admissions menu and select Tuition Assistance.
- If you are applying for tuition assistance, please notify the Business Office and they will adjust the advance deposit to \$250.
- Copies of your 2018 Federal Tax Return, or 2017 Return along with a 2018 W-2 are to be uploaded to Smart Aid using your computer or smartphone by March 20, 2019.

Dates to Remember

- November 1, 2018 – Tuition assistance applications are available online
- March 1, 2019 – Online submission deadline for all Smart Aid applications
- March 8, 2019 – Notification of tuition assistance awards will be made via email
- March 20, 2019 – All tax information must be sent to Smart Aid
- April 3, 2019 – Common reply date for 2019-2020 signed contract
- May 1, 2019 – Contract binding date, first tuition installment billed

Archdiocesan Tuition Assistance Program

The Archdiocese of Galveston-Houston also offers tuition assistance to their families with students in K-8 who demonstrate such a need. Information regarding application for their scholarships may be found on the website at <http://www.choosecatholicschools.org/tuition-assistance-program>

Janet Erskine Stuart Awards

Each year, Duchesne Academy of the Sacred Heart grants Janet Erskine Stuart awards (JES) to **eligible applicants entering ninth grade from Catholic diocesan Galveston-Houston schools**. The award is named in memory of Mother Janet Erskine Stuart, the sixth Superior General of the Society of the Sacred Heart. Mother Stuart is best known as a charismatic leader, born educator, and influential writer. She believed in the education of young women and a holistic approach to their learning. She also focused on the openness of individual differences and the acceptance of each child.

JES awards in the amount of \$6,000 each are granted to applicants who meet the following criteria:

- Academic excellence demonstrated by report cards for grades six, seven, and eight, in addition to competitive Independent School Entrance Examination (ISEE) scores or a Student Portfolio
- Favorable recommendations from current math and English teachers which are endorsed by the school principal
- A strong desire to attend Duchesne Academy

The JES awards are renewable yearly, contingent upon the student upholding all of the criteria listed above. All students who have submitted applications to Duchesne by the January 15, 2019 deadline, and who have demonstrated the above four qualifications, will be automatically considered for a JES award.

Tuition Assistance FAQ's

Who can apply for Tuition Assistance?

Anyone who has submitted an application for admission to Duchesne Academy in grades PK3-12 may apply.

How is Tuition Assistance awarded?

Based on the information supplied by the family, Smart Aid provides the school with a report that gives the Tuition Assistance Committee a general assessment of a family's ability to pay for educational costs. The report is used as a guideline for awarding grants.

How does my application affect the admissions process?

Duchesne Academy does not use financial need as a consideration in determining a student's eligibility for admission; therefore, your application for Tuition Assistance has no impact on the admission process.

What is the deadline for applying for Tuition Assistance?

Online applications must be completed by March 1, 2019. All tax forms must be uploaded to Smart Aid by March 20, 2019.

Do I have to apply for Tuition Assistance before I know my child has been admitted?

Yes. If applying after the March 1 deadline, your chance of receiving financial assistance may be significantly reduced. Funds are limited; therefore, it is important that all deadlines are met.

I usually do not file my taxes until April 15. How will this affect my Tuition Assistance award?

If applying for tuition assistance, you must submit all available tax information by the March 20, 2019 deadline. Prior year completed tax returns and current year W-2 forms may be submitted in the interim. Tuition assistance awards are made contingent based on final submission of all required documentation.

What if both parents are divorced, separated, or never been married?

In the case of divorced, separated, or never married parents, the non-custodial parent or joint custody parent must also complete an online application. The Tuition Assistance Committee will use information from both parties in its assessment of financial need. The School will not be bound by the assertion of one parent that he/she is not responsible for educational expenses, even in the case of divorce or remarriage.

When will I receive the final decision on the Tuition Assistance award?

All accepted students with completed Tuition Assistance applications submitted by March 1, 2019 will be notified of Tuition Assistance awards on March 8, 2019.

Is Tuition Assistance automatically renewed each year?

No. Duchesne Academy requires families to reapply for Tuition Assistance each year.