



Applicants need to read and understand all bullet points below:

1. Tuition Assistance is limited so early application is encouraged. **All information submitted is confidential and is shredded at the completion of the process.**
2. Applications will be evaluated in order received, based on financial hardship, **for current SPUSD students only.** Funds are limited.
3. **All parents/guardians** – even if parents are living in separate households, need to submit applications and documentation to demonstrate need for assistance.
4. Assistance provided ranges from 25-50% total tuition per student. Consider other options such as a no-fee **Installment Plan**, which can be set up during the final stage of enrollment.
5. Enroll your student(s) in classes **BEFORE** turning in this application. At the end, check the box 'Pay In Office With Check'. Bring this application in within one day of online enrollment. We will not require payment until after application has been reviewed.
6. Submit all paperwork, supporting documentation and printed online enrollment. Incomplete applications will not be evaluated. Enrollment in classes is subject to registration procedures and availability.
7. SPHS Recovery Students – SPEF does hold some funding for SPHS students that find out they need to do recovery closer to summer. If you are in need and have recovery classes please don't hesitate to apply as soon as you discover you need these classes.

PLEASE PROVIDE INFORMATION FOR BOTH PARENTS/GUARDIANS. PLEASE PRINT CLEARLY. – FILL IN ALL SPACES

PARENT/GUARDIAN 1 <input type="checkbox"/> FATHER <input type="checkbox"/> MOTHER <input type="checkbox"/> GUARDIAN	CONTACT PHONE NUMBER	EMAIL ADDRESS
PARENT/GUARDIAN 2 <input type="checkbox"/> FATHER <input type="checkbox"/> MOTHER <input type="checkbox"/> GUARDIAN	CONTACT PHONE NUMBER	EMAIL ADDRESS

STUDENT'S RESIDENCE ADDRESS			TOTAL COST OF REGISTRATION FOR EACH STUDENT
STUDENT LAST NAME	STUDENT FIRST NAME	CURRENT SCHOOL: <input type="checkbox"/> AV <input type="checkbox"/> MAR <input type="checkbox"/> MHS <input type="checkbox"/> SPMS <input type="checkbox"/> SPHS	\$ _____
STUDENT LAST NAME	STUDENT FIRST NAME	CURRENT SCHOOL: <input type="checkbox"/> AV <input type="checkbox"/> MAR <input type="checkbox"/> MHS <input type="checkbox"/> SPMS <input type="checkbox"/> SPHS	\$ _____
STUDENT LAST NAME	STUDENT FIRST NAME	CURRENT SCHOOL: <input type="checkbox"/> AV <input type="checkbox"/> MAR <input type="checkbox"/> MHS <input type="checkbox"/> SPMS <input type="checkbox"/> SPHS	\$ _____

APPLICATIONS WILL NOT BE REVIEWED WITHOUT BOTH PARENTS/STEPARENT/GUARDIAN INFORMATION. PLEASE ENSURE THAT ALL ITEMS BELOW ARE FILLED OUT AND BACKUP COPIES SUBMITTED. BRING COPIES OF BACKUP INTO THE OFFICE.

WRITE 0.00 OR N/A FOR ITEMS NOT APPLICABLE TO YOU. PLEASE CONVERT ALL MONTHLY TOTALS TO YEARLY TOTALS.

PLEASE PROVIDE COPIES OF INCOME STATEMENTS/TAXES FOR BACKUP. SEE BACK OF FORM FOR INCOME EXAMPLES.

NAMES OF PARENTS/GUARDIANS TO CHILD(REN)*	ANNUAL GROSS INCOME FROM WORK	PUBLIC ASSISTANCE / ALIMONY / CHILD SUPPORT	SUBSIDIZED HOUSING AMOUNT / OVERSEAS LIVING EXPENSE ASSISTANCE	PENSIONS / RETIREMENT / OTHER INCOME	TOTAL YEARLY INCOME
TOTAL					

*THIS SPACE PROVIDED FOR YOU FOR EXPLAINING A TEMPORARY SITUATION THAT MIGHT BE AFFECTING YOUR INCOME OR REASON YOU WOULD LIKE ASSISTANCE. SPEF uses the general financial eligibility guidelines that the State uses for the Free & Reduced Lunch program. We use this as a **general guideline** but understand that there are sometime extenuating circumstances.*

PARENT/GUARDIAN 1 SIGNATURE	DATE	PARENT/GUARDIAN 2 SIGNATURE	DATE
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SPEF Tuition Assistance Application

Examples of Sources of Income for Adults		
Earnings from Work	Public Assistance / Alimony / Child Support	Pensions / Retirement / All Other Income
<ul style="list-style-type: none"> • Salary, wages, cash bonuses • Net income from self- employment • Subsidies for housing, food, tuition, etc. <p>If you are in the U.S. Military:</p> <ul style="list-style-type: none"> • Basic pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances) • Allowances for off-base housing, food and clothing 	<ul style="list-style-type: none"> - Unemployment benefits - Worker's compensation - Supplemental Security Income (SSI) - Cash assistance from State or local government - Alimony payments - Child support payments - Veteran's benefits - Strike benefits 	<ul style="list-style-type: none"> - Social Security (including railroad retirement and black lung benefits) - Private pensions or disability benefits - Regular income from trusts or estates - Annuities - Investment income - Earned interest - Rental income - Regular cash payments from outside household or from relatives or other sources.

For SPEF Use Only:

EVIDENCE PROVIDED:	<input type="checkbox"/> SPUSD STUDENT	<input type="checkbox"/> PAYSリップ / EDD (PARENT 1/PARENT 2) <input type="checkbox"/> TAX RETURN (PARENT 1/PARENT 2)	SPEF TO ASSIST: _____ % OF TOTAL = \$ _____
	<input type="checkbox"/> OTHER _____	<input type="checkbox"/> LUNCH LETTER -- <input type="checkbox"/> FREE OR <input type="checkbox"/> REDUCED <input type="checkbox"/> OTHER _____	RESPONSIBLE PARTY TO PAY REMAINING BALANCE OF: \$ _____
RECOMMENDATION & NOTES: Evaluation Date: _____ <input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED NOTES:			<input type="checkbox"/> DECISION COMMUNICATED DATE: _____ METHOD: EMAIL PHONE/LEFT MSG NOTES: _____ DATE: _____ METHOD: EMAIL PHONE/LEFT MSG NOTES: