



FINANCIAL ASSISTANCE APPLICATION - **Note to Applicants**

The financial resources of this school are very limited. Except for the government grant, which represents about 40% to 50% of the school's expenditures, the school's income is based on tuition fees paid by the parents and some very limited donations by generous individuals.

Following Christian values and teachings, we try to assist those who cannot afford to pay the regular school fees. As funds for financial assistance are always limited, we ask all applicants to consider all other forms of assistance. For example: assistance from grandparents and/or other relatives if at all possible. Only as a last resort should parents seek the school's financial assistance.

Applications for financial assistance should be submitted by **February 17th** for the following September to #1 – 4044 Nelthorpe Street, Victoria, BC V8X 2A1. To be considered, applicants must provide all information requested on the application form. All applications are CONFIDENTIAL and will be seen only by the Financial Assistance Committee. All applications should be addressed to the Committee.

As funds available for assistance may vary from year to year, it is expected that applicants will apply each year that their child(ren) is in the school. The availability of funds will dictate the amount of assistance awarded for each child. It is the intention of the Financial Assistance Committee to assist the greatest number of students possible, therefore the financial assistance given may not be for the full amount requested on the application. Although it is ideal that all applications be received by the deadline, we understand that a family's financial situation may change at any time throughout the year. Applications may still be considered after the deadline should this occur.

Upon improvement of the applicant's financial situation, he or she is expected to notify the Financial Assistance Committee. Failure to do so will result in the Committee rescinding any payment of the financial assistance.

Consideration for granting financial assistance will include all financial information submitted in the application form:



**FINANCIAL ASSISTANCE APPLICATION FORM
2012/2013**

The information given to the Financial Assistance Committee is CONFIDENTIAL. Applications for Financial Assistance must be returned to ICS by **February 17th** of the current year, to the attention of the ICS Financial Assistance Committee.

Applicants should be prepared to submit written documentation of any information submitted below. Only one application is required per family.

A copy of your 2011 or most recent tax return including the first four pages must be attached. If your financial situation has changed, please attach a letter of explanation.

A. FAMILY INFORMATION

Parent's Name(s): _____

Address: _____

Phone Number: _____ Email: _____

Marital Status: Married Widowed Divorced Separated Single

Parish Attending: _____

Number of Family members: _____

*** Please list all children attending or registering with Island Catholic Schools. ***

School A: _____

Student's Name: _____ Grade: _____ (in September 2012)

Student's Name: _____ Grade: _____ (in September 2012)

Student's Name: _____ Grade: _____ (in September 2012)

School B: _____

Student's Name: _____ Grade: _____ (in September 2012)

Student's Name: _____ Grade: _____ (in September 2012)

Student's Name: _____ Grade: _____ (in September 2012)

Are you currently receiving financial assistance Yes No

B. FINANCIAL INFORMATION

CURRENT EMPLOYMENT

Employer: Father: _____

Mother: _____

TOTAL FAMILY INCOME (net after-tax, salary or wages, interest, rental, dividends, child tax benefit, child support, etc)

Father:

1. _____ \$ _____ monthly

2. _____ \$ _____ monthly

3. _____ \$ _____ monthly

Mother:

1. _____ \$ _____ monthly

2. _____ \$ _____ monthly

3. _____ \$ _____ monthly

Total Family Income: \$ _____ monthly

TOTAL FAMILY EXPENSES

1. Mortgage/Rent/Property Taxes \$ _____ monthly

2. Household Expenses (Food, Utilities, etc) \$ _____ monthly

3. Personal Expenses (incl. Clothing) \$ _____ monthly

4. Transportation (gas, vehicle lease, ICBC, bus, etc) \$ _____ monthly

5. Any other tuition fees (specify) \$ _____ monthly

6. Other (RRSP, loan payments, etc – specify)
_____ \$ _____ monthly

7. _____ \$ _____ monthly

8. _____ \$ _____ monthly

Total Family Expenses: \$ _____ monthly

EXCESS OF INCOME OVER EXPENSES: \$ _____ monthly

CAPITAL AND ASSETS

Real Property (identify):

1. _____ \$ _____

2. _____ \$ _____

Money in Bank or on Deposit at:

1. _____ \$ _____

2. _____ \$ _____

Motor Vehicles (Make, Year, Model):

1. _____ \$ _____

2. _____ \$ _____

Other Capital Assets (RRSP's, Bonds, Shares, etc):

1. _____ \$ _____

2. _____ \$ _____

Total Capital and Assets: \$ _____

LIABILITIES

1. Bank Overdraft: _____ \$ _____

2. Debts (i.e. Mortgage, Car loan, Personal Loans – specify):

Name of Creditor	Purpose of Debt	Monthly Payment	Total Owning
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____

3. Other Liabilities (list/specify):

_____ \$ _____
 _____ \$ _____

Total Liabilities \$ _____

2012/13 Annual Tuition _____

Monthly Tuition \$ _____ (A)
 Amount we can pay \$ _____ (B)
 Assistance Requested \$ _____ (A-B)

I hereby certify that this application is a true statement of the current financial position of our household. I confirm that I have no other sources for school funds (i.e. shareholder, loans, capital dividends, trusts) nor any relatives, who are able and willing to assist with financing my child(ren)'s education. I also understand that a personal interview may be required as part of this application.

I understand that if my financial situation improves I am expected to notify the school principal. I further understand that if I fail to do so, the school will rescind any payment made of financial assistance under this application.

Signature of Parents: _____

Date: _____

*** THIS BOX FOR OFFICE USE ONLY ***	
_____	\$ _____
Date Approved	Amount Assistance Approved

Authorized Signature	