



# Tuition Assistance Application Summer 2024

Applications are due  
Monday, May 20, 2024

Applications will be accepted beyond the due date,  
however, there is no guarantee aid will still be available.



# Tuition Assistance Application Guidelines

Please **DOWNLOAD AS A PDF**, print the document, complete the form, and return by mail, email, or in person. If you do not have access to a printer, we have hard copies available at the Front Desk. Please let us know if you have any questions. Thank you!

## WHO CAN APPLY FOR TUITION ASSISTANCE?

Any student currently attending Richland Academy of the Arts or any new student who is interested in participating in our arts programming. **Students receiving financial aid must be enrolled, attend classes or lessons regularly, and show progress and interest.**

## HOW DO I APPLY FOR TUITION ASSISTANCE?

To be considered for Tuition Assistance, please submit the financial aid application along with pages 1 and 2 of your most recent tax return. **Renewal of financial aid each year is not automatic**; therefore, it is necessary to reapply each school year for the fall and summer semesters. You may apply for Tuition Assistance in person, by mail, or by email to [frontdesk@richlandacademy.com](mailto:frontdesk@richlandacademy.com). It is important that you include proof of household income with your application. Your application must include a copy of the first page of your most recent 1040, 1040EZ, or 1040A, AFDC, SSI, or unemployment information. **Do not send originals, only copies of the originals.**

## HOW IS TUITION ASSISTANCE AWARDED AND HOW OFTEN?

Income-based Tuition Assistance is limited up to a maximum of \$2,500 per school/per family and is based upon financial need. Financial aid awards are based upon household size and income according to the Federal guidelines. A 25% minimum and 80% maximum tuition funding is available.

## WHAT DOES MY TUITION ASSISTANCE PAY FOR?

Tuition Assistance is used to pay for tuition only and is not applied to other fees (***i.e. Dance Recital Costumes, Recital Fees, Dance Company Fees, Art Materials, Music Books***). All class participants are responsible for all clothing and supply costs associated with classes.

Student accounts must be current at all times. Students with a balance at the beginning of the new semester cannot receive financial aid for the following semester. Students will not be able to participate in performance opportunities if their balance is not current or paid in full at the end of the semester.

## CAN I LOSE MY TUITION ASSISTANCE?

We are pleased to offer financial aid to students and families; however, Richland Academy of the Arts reserves the right to terminate financial aid for students whose attendance, attitude, and effort are considered unsatisfactory.

**Students are not allowed more than 4 excused absences and no more than 2 unexcused absences per 32-week semester. Students' performance will be evaluated by faculty and staff members twice throughout the 32-week semester.**

Students' evaluations are available for review. An unsatisfactory evaluation result may result in loss of financial aid.

## HOW WILL I KNOW IF I RECEIVE AID?

All applicants will receive an official award letter from Richland Academy of the Arts with notification of approval or denial of financial aid. **The applicant has 35 days from the date of the official award letter to register for classes/lessons.** After this date, the financial aid is withdrawn and no longer valid.

**Families must notify Richland Academy of the Arts if they wish to reapply for financial aid.** Please note, upon re-application, the financial aid award may be less than the original financial aid award withdrawn by Richland Academy of the Arts. Please note that a positive decision regarding financial aid does not automatically enroll a student in class/lesson or reserve a space for a student in a class/lesson. It is the applicant's responsibility to enroll in the desired class. Enrollment at Richland Academy of the Arts classes is on a first-come basis and some classes have a required minimum enrollment that must be met.

**Please keep us informed if you are struggling to make your payments so that we can help you in any way possible.**

## **Reminder**

Please complete all pages of the application. It is required that you include proof of household income with your application. We look for proof of your total yearly gross income and the number of dependents from the previous year.

### **The following documents are typically used for proof of income:**

- A copy of the first page of your most recent 2022 Form 1040, 1040EZ, or 1040A, or...
- A copy of your yearly AFDC (Aid to Families with Dependent Children) statement or...
- A copy of your SSI (Social Security Income) statement, or...
- Unemployment benefit information, or...
- A copy of your W2.

**Please do not send originals, only copies of the originals.**



**Summer 2024**

Date Turned In:    /    /

# Tuition Assistance Application

Please see **Application Guidelines** before completing application

Please indicate whom is completing the application

- PARENT     GUARDIAN     ADULT STUDENT

## I. Financially Responsible Party

Name:

Address

Phone:

Cell:

Email:

## II. Student Information

Name:

Date of Birth:    /    /

Relationship to Financially Responsible Party:

Gender:

Class/Lesson:

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Name:

Date of Birth:    /    /

Relationship to Financially Responsible Party:

Gender:

Class/Lesson:

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Name:

Date of Birth:    /    /

Relationship to Financially Responsible Party:

Gender:

Class/Lesson:

### III. Employment Information

*Parent(s), Guardian(s), and Adult Student*

Name:

Employer:

Occupation:

Work Phone: (        )-        -

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Name:

Employer:

Occupation:

Work Phone: (        )-        -

### IV. Household Information

Does the student reside with both parents?  Yes  No

Number of dependents (all family members whom you are financially responsible for) including yourself: Adults \_\_\_\_\_ Children \_\_\_\_\_

Yes, I am able to pay half of my tuition

No, I am unable to pay half of tuition

### V. Financial Information

*This section is to be completed by the financially responsible party*

Annual Adjusted Gross Income: \_\_\_\_\_

Please note that the Adjusted Gross Income must be supported by your most recently filed 2022 tax return. Please attach one of the following forms with the application:

**1040, 1040EZ, 1040A, AFDC, SSI, or unemployment information.**

## V. Financial Information, *cont'd*

Please explain below any additional circumstances you wish to be considered while evaluating your financial aid needs. For example, anticipated medical or education expenses.

## VI. Volunteering

Volunteers help us in a variety of ways and their service allows us to keep the cost of classes to a minimum. There are opportunities throughout the year where we may require assistance from the students and families who receive financial aid. If you feel you have a special skill that could help support our mission please contact us.

## VII. Certification

By signing below I certify that all information on this form is true and complete to the best of my knowledge. I realize providing incomplete or fraudulent information may result in denial or refusal of aid.

Signature of applicant's

Father

Mother

Guardian

Self

Signature: .....

Date: .....