

1. **CONTACT THE DIRECTOR OF FINANCIAL AID** – *September through January*

Requests for aid for prospective students are made when submitting an admissions application. Families should indicate such on the Financial Aid section of the application.

2. **COMPLETE & SUBMIT A TADS APPLICATION** – *by January 15*

To apply for aid for the 2024-2025 academic year, you will need to complete a Tuition Aid Data Services (TADS) Financial Aid Application.

◆ TADS Financial Aid Application can be found here – <https://sssandtadsfa.my.site.com/familyportal>

Any parent requiring assistance should call the TADS toll free helpline at 1-800-884-8237. Hours of operation are Monday-Friday 9 a.m. to 9 p.m.

Please note: *In situations of divorced, separated, or never married parents, both natural parents – and their current spouses, if any - must complete the financial aid process. It is the responsibility of the custodial parent to ask the non custodial parent to complete the process. All information will be kept in the strictest confidence. The Financial Aid Committee will be unable to award a grant unless all parents complete the process.*

3. **SUBMIT SUPPORTING DOCUMENTS TO TADS** – *by February 10*

Once TADS receives your application, they will request supporting documentation. Parents will be asked to submit a copy of their previous year's Form 1040 Federal Tax Return, complete with all schedules and W-2 forms, within 5 business days of submitting their TADS application. With this information, TADS will conduct an *estimated* financial assessment. Parents will then be asked to submit this year's 1040 Federal Tax Return, complete with all schedules and W-2 forms, no later than February 10th. This most recent tax return will be needed to confirm a family's financial assessment.

4. **SUBMIT OPTIONAL PERSONAL LETTER TO TADS** – *by February 10*

Any parent wishing to offer additional information in support of their application may submit a letter of explanation.

5. **SUBMIT "REQUEST FOR FINANCIAL ASSISTANCE FORM" TO PECK** – *by February 1*

Complete the attached form by indicating the amount your family is able to contribute from various sources to the cost of tuition. Submit the completed form by emailing to kdispenziere@peckschool.org.

6. **FINANCIAL AID AWARDS** – *March*

Complete financial aid applications of all admissible and returning students will be reviewed by the Financial Aid Committee. Parents will be notified of the Committee's decision as soon as possible thereafter.

Please note: Each application for financial aid is reviewed separately from the admissions application. Aid is granted on a needs basis and is determined by a family's ability to meet educational expenses, not a willingness or unwillingness to pay. While the admissions and financial aid processes are separate, there are times when, due to a limited financial aid budget, "need aware" admissions decisions may be made. Families who choose not to apply for financial aid when applying for admission to the school will not be considered for a financial aid award in the future unless their financial situation changes significantly. Families receiving financial aid will need to reapply for aid each year, therefore grants may be adjusted if the family's financial situation changes.