



## Solomon Schechter Day School • Gan Shelanu Early Childhood Program


### Instructions for Traditional Financial Aid Grant Program

#### Key Dates

- February 10, 2012\*** – Deadline for online application and postmark date for supporting materials (listed in #3 below)
- March 16, 2012** – Notification of grant award (applications without filed 2011 IRS Tax Returns will receive a contingent grant)
- March 30, 2012** – Due date for signed acceptance of grant by family
- May 1, 2012\*** – Deadline for receipt of filed 2011 IRS Tax Returns, schedules and W-2s (Grants will not be included on 2012-2013 tuition bills if filed 2011 IRS Tax Returns are not received by FAST).

#### Instructions

Only one Traditional Financial Aid application is required for both Gan Shelanu and Solomon Schechter Day School. However, in case of divorce or separation, both parents must complete the online FAST application. Families that receive a Traditional Financial Aid grant are not eligible for other Tuition Affordability Programs. Families not offered a Traditional Financial Aid grant will be automatically considered for other Tuition Affordability Programs.

1. Click on the  symbol to access the confidential online application. You may choose to download and print the Worksheet and User Guide before starting work on the application.
2. Complete the application, remit your payment using MasterCard or Visa, and print the FAST barcode page.
3. Mail the following materials. Your application will be delayed if any documents are missing.
  - Barcode page provided by FAST at the end of the online application process
  - Completed and signed Traditional Financial Aid Transmittal Form **[click here for pdf]**
  - A photocopy of your W-2 Forms for each income earner in the family from all employers.
  - A photocopy of your filed, signed 2011 IRS Tax Return, including all schedules that accompany the tax return. If you are not required to file 2011 IRS Tax Forms, please contact Linda Shropshire at linda.shropshire@ssdsboston.org or (617) 630-4521.
  - Completed and signed IRS Form 4506 Request for Copy of Tax Return, lines 1 – 4 only.  
Do not send in the fee requested on this form. **[click here for pdf]**
  - Photocopy of your current lease if you rent your residence.
  - Documentation of the current assessed value, if you own your residence.  
Assessed value may be shown on your most recent real estate tax bill, or you may obtain it from your local city hall.

Mail all of the required supporting materials to:

ATTN: FAST PROCESSING  
1316 North Union Street  
Wilmington, DE 19806-2594

\*Late Application Notification Form and \$125 late fee, payable to Solomon Schechter Day School, required when:

- submitting your online FAST application on or after February 11, 2012 and/or
- mailing the FAST barcode page with the materials listed in #3 above on or after February 11, 2012 and/or
- mailing photocopies of your 2011 IRS Tax Forms and W-2s on or after May 2, 2012.

This late fee is non-refundable and will not be applied to your tuition obligation. This late fee may be waived for new families applying for first time admission. **[click here for pdf]**