

## Tuition Assistance Application Instructions

Parents interested in receiving scholarship aid for their child to attend St. Clare may apply for tuition assistance. We hope that all families interested in St. Clare yet concerned about the cost of tuition will apply.

The application can be found online. Families who would appreciate assistance completing the online application can make an appointment to have a member of the office staff assist them in completing the application. Follow these steps to complete the application:

- Go to: <https://denvercatholicschools.com/variabletuitionprogram/>
- Families applying for the first time should click on “Get Started” underneath “New Applicant”
- Create an account by entering your contact information
- Follow the prompts to upload scans of the needed documentation. *Please black out any social security numbers or birth dates from supporting documentation prior to uploading.* You will need:

Annual income amounts & supporting documentation.

- 2017 or 2018 tax return (most recently filed) or W2(s) if no taxes have been filed
- Alimony, child support, welfare, Medicaid, food stamps (or other government assistance), pension, retirement income, disability, social security benefits, or any other income annual amount and supporting documentation
- Estimated value of your liquid assets (cash, checking, savings, brokerage accounts)

Annual expense information including the following:

- Housing expense – either rent or mortgage (principal, interest, tax, and insurance)
- Health insurance & out-of-pocket medical expenses
- Daycare/after-school care or pre-K expense
- Tithe amount to your parish or the Archbishop’s Catholic Appeal
- Tuition paid to a Catholic high school, including Vail Christian High School

The online system is highly secure to make sure your privacy is safe guarded. You can read the privacy policy at [https://seedsofhopedenver.org/variabletuitionprogram/new\\_family/privacy-policy/](https://seedsofhopedenver.org/variabletuitionprogram/new_family/privacy-policy/) . At the school, your information is only available to be viewed by the business manager, principal, and pastor.

If you would like help completing the application, please make an appointment with the office and they will be happy to help. If you have any technical problems with the platform, please contact Camille French at [Camille.French@seedsofhopedenver.org](mailto:Camille.French@seedsofhopedenver.org).