

February 13, 2018

Dear Cabrini School Parent,

It is hard to believe that we are almost through the first month of 2018 and that preparations are under way for the 2018-2019 school year! These preparations include analysis of our financial plan and budget for the coming year by the parish / school staff and various councils and making appropriate changes where necessary. It is clearly understood that the families who make the commitment for their children to receive a Cabrini education are making sacrifices to do so. We also understand that for many, fulfilling the financial commitment that is required can only be met with some form of financial aid or assistance. As a result, this letter is to inform you that going forward, a new policy has been established by our Tuition Review Committee covering all school tuition matters.

This new policy establishes the following:

- Tuition assistance will be offered, as available, in the form of grants provided by St. Frances Cabrini Parish, the Archdiocese of Detroit or other sponsoring organizations. Any new request for assistance or relief will be overseen, exclusively, by the Cabrini Scholarship Committee. **The Pastor and Bookkeeper/Tuition Office will no longer accept appointments for discussion of tuition assistance.**

If you would like to request financial assistance, please do the following:

- a. For new school families: complete the on-line FACTS registration, found at cabriniparish.org. For returning school families, you are already re-enrolled. If changes are needed, contact the Tuition Office, otherwise no further action needed. The use of the FACTS tuition system is required of all Cabrini School families, as stated in the registration information.
- b. Complete the attached Cabrini Scholarship Aid Form. All assistance coming from the parish, will come from either the Fr. Clare Murphy or Cabrini Scholarship Funds.
- c. Apply for the Archdiocese of Detroit Tuition School Grant. There will now be a 3 tier system for this Grant: \$1100, \$950, and \$800. It will be solely based on need and is not dependent on whether a student is in high school or elementary.

***Both (a) and (b) need to be accomplished by March 16, 2018.** The Scholarship Aid Form is in the parish office or online at the schools web site. The AOD School Grant (c) is available at aod.org or cabriniparish.org.

Clarification for tuition assistance that is being offered for Cabrini parents through the parish:

- a. Given the limited funds at our disposal, assistance will be based solely on need. Every effort will be made to help as many families as possible, but there is no guarantee that all applicants will receive assistance or be granted the full amount they are requesting.
- b. The amount being awarded for each family from the parish (*Fr. Clare Murphy or Cabrini Scholarship Funds*) will be announced by April 30, 2018.
- c. The AOD Tuition Grant is awarded according to the schedule of the Archdiocese of Detroit, and not overseen by the parish. The first tier awards will be announced in May.

Other considerations available for tuition assistance:

- a. If you are a registered member at a parish other than St. Frances Cabrini, please follow these steps:
 1. Have your pastor send a letter stating you are an active member. *This will provide you the more affordable, Catholic rate tuition.*
 2. Consider asking your pastor if your parish has any tuition assistance funds.
- b. If you are an employee of the Archdiocese of Detroit or St. Frances Cabrini, this qualifies you for a tuition discount. Please contact the Cabrini Tuition Office for more details if you qualify. (313-381-5601)

I appreciate the great sacrifice all of you make to send your child(ren) to a Catholic school. Please be assured that we are doing everything possible to honor that sacrifice and deserve your trust.

St. Frances Cabrini, pray for us.

In Christ,

Fr. Tim Birney

St. Frances Cabrini
Scholarship Aid Request Form

Name: _____ Date: _____

Address: _____

E-mail: _____ Phone: _____

Have you previously received financial assistance from the parish? Yes _____ No _____

If yes, for how many years? _____ What was the form of this assistance? _____

Amount of assistance that the family is requesting _____

Please state in the lines provided your reasons for requesting financial assistance from the parish:

The monies for assistance through St. Frances Cabrini Parish will come from one of these two sources: **Fr. Clare Murphy Fund** (for registered parishioners of Cabrini) **Cabrini Tuition Fund** (for non-registered parishioners.)

Please return these completed Forms (2 pages) to St. Frances Cabrini rectory office by: March 16, 2018

APPLICATION FOR SCHOLARSHIP AID

NAME: _____

- Are parents/guardians registered member of Cabrini? YES envelope number _____ NO
- If not registered at Cabrini, does your parish help pay your tuition with grants, scholarships or financial aid?
YES How much? _____ NO
- How many dependent children in the family? _____
- How many of the above dependent children will be enrolled at Cabrini for the next school year? List grades.
(i.e. K, 3, 7) Grade School _____ High School _____
- How many of the above dependent children are enrolled in other schools? _____ List Grade Levels

- 5a. What amount of tuition do you pay per school year after scholarships, grants, and subsidies for dependent children enrolled in other schools? _____

6. List all working person in household:

Father	Mother	Other
Employer:	Employer:	Employer:
Occupation:	Occupation:	Occupation:
Annual Gross Earnings:	Annual Gross Earnings:	Annual Gross Earnings:

7. List any additional Annual Income below (i.e. interest, rent, retirement, alimony, child support, SSI).

Type:	Amount:
Type:	Amount:
Type:	Amount:
Type	Amount

- Are you willing to provide necessary statements regarding income and proof of necessity?
YES NO
- How much, if any, does the student contribute toward their tuition or any school expenses by working?
Student Grade: _____ Type of Work: _____ Amount contributed: _____
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Please place your completed application in a sealed envelope marked ATTN: Scholarship Fund Committee and return to the parish office either by mail or in the Sunday collection. If you have any questions regarding this application contact me at (313) 381-5601.

Thank you,
Joy Mousseau, Parish Bookkeeper

Jan 2018/jm