

## **Tuition Assistance Application Procedures**

*Assistance is granted based upon financial need.*

*Applications must be completed even if you received assistance for a prior academic year.*

*The Frisch application must be completed in its entirety in order to apply for assistance.*

**The deadline for applying for financial assistance for the 2019-2020 academic year is April 29, 2019. All applications submitted and completed after that date will require the payment of a \$100 fee.**

All of the following steps must be completed by the deadline in order to render your application completed and ready for review:

1. Complete an online FACTS application at <https://online.factsmgt.com/signin/3FL9X> (see below for detailed instructions to complete online application).
2. Complete the school's [Supplemental Application for Tuition Assistance](#).
3. A Form 4506-T, Request for Transcript of Tax Return (attached to the Supplemental Application).
4. Submit all statements and documents listed in section 2 of the Supplemental Application.
5. Submit, through FACTS, signed copies of your 2018 Federal Income Tax return as filed, including **all** W-2s, schedules and attachments plus any/all business returns, if applicable, for the applicant and co-applicant. Although the IRS may permit individuals or businesses to file tax returns until October 2019, your application will not be reviewed without receipt of all of the aforementioned items.

Upon receipt of your completed application and all required documentation, the Scholarship Committee will review your application and render a decision which will be communicated to you by mail.

**The resources for scholarship awards are limited. Please note that applications will be considered on a first-come-first-served basis.** The Frisch School cannot guarantee scholarship funds will be available to applicants who do not comply with the April 29, 2019 deadline.

If one parent of a child is completing an application for financial assistance, the other parent must also complete the entire application. Please take note that The Frisch School is not bound by the terms of divorce/separation agreements. Acceptance of the assignment/allocation of financial responsibilities between the parties as stipulated in such agreements will be at the sole discretion of The School.

### **FACTS On-Line Application and Financial Data Submission Process**

Logon to <https://online.factsmgt.com/signin/3FL9X> and complete the on-line application.

- New Applicants
  - Create a User ID and Password (save your User ID and Password in a secure place for future use)
- Returning Applicants
  - Enter your ID and Password (If you do not remember your ID or Password from last year, follow the instructions on-line to have it sent to you via e-mail or call FACTS Grant and Aid department at 1-866-315-9262)
- All applicants
  - Submit personal, and where applicable, business financial data including all tax forms and schedules and W2 forms. Frisch requires the completion of IRS Form 4506T by the applicant(s).
  - Submit all financial data (tax documents, etc) to FACTS via fax to 1-866-315-9264 or upload through <https://online.factsmgt.com/signin/3FL9X> or mail to PO Box 82524, Lincoln, NE 68501-2524. **(DO NOT FAX YOUR TUITION ASSISTANCE APPLICATION!)**

**For any questions or assistance in the tuition assistance application process please contact the Business Office at 201.267.9100 x274 or email [Russell.Moskowitz@frisch.org](mailto:Russell.Moskowitz@frisch.org)**

**The Mordecai & Monique Katz Academic Building**

120 West Century Road Paramus NJ 07652

Phone 201-267-9100 · Fax 201-261-9342

Web [frisch.org](http://frisch.org) · [twitter.com/frischschool](https://twitter.com/frischschool) · [facebook.com/frischschool](https://facebook.com/frischschool) · email [information@frisch.org](mailto:information@frisch.org)