



Dear Parents,

FACTS Grant & Aid Assessment will be conducting the financial need analysis for St Ignatius for the upcoming 2023-2024 school year. Families applying for financial aid will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment. Applicants can apply online by clicking the FACTS link at St Ignatius of Loyola School. Once an online application has been completed, the following information will need to be sent to FACTS to complete the application process:

- Copies of your 2022 Federal tax forms including all supporting tax schedules.
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

All supporting documentation can be uploaded in pdf or jpeg format online.

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 866-441-4637.

Sincerely,  
Hanna Butherus  
School Principal



## Grant & Aid Assessment

FACTS makes quality education affordable for families by assisting schools in awarding financial aid. We work with schools to create a custom application and collect financial data so schools can make accurate award decisions based on financial need.

To apply for financial aid, visit <https://online.factsmgt.com/aid>

After completing the online application, you will need to upload all required supporting documentation.

The following supporting documents are required to complete the application process:

- **IRS Federal Income Tax Return**, including all supporting schedules (the year of the tax return depends on the tax requirements of your school). If applicant and co-applicant file separately, we require both tax returns for the same tax year.
- Copies of **all the current year W-2 Wage and Tax Statements** for both the applicant and co-applicant.  
**NOTE:** If you are applying before you have received all the current year W-2 Wage and Tax Statements, please submit them as soon as they become available.
- Copies of all supporting tax documents if you have business income/loss from any of the following:
  - Business** - send Schedule C or C-EZ and Form 4562 Depreciation and Amortization
  - Farm** - send Schedule F and Form 4562 Depreciation and Amortization
  - Rental Property** - send Schedule E (page 1)
  - S-Corporation** - send Schedule E (page 2), Form 1120S (5 pages), Schedule K-1 and Form 8825
  - Partnership** - send Schedule E (page 2), Form 1065 (5 pages), Schedule K-1 and Form 8825
  - Estates and Trusts** - send Schedule E (page 2), Form 1041 and Schedule K-1

**IMPORTANT:** If you file a tax return but do not have W-2 wages because you are self-employed, you will be required to submit a copy of your current year Federal Form 1040 Tax Return.

- Copies of all supporting documentation for household Non-Taxable Income such as: Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and Temporary Assistance for Needy Families (TANF). If you do not file a tax return, you are required to provide documentation of all income received.

**All documentation received is imaged upon receipt and then destroyed.**

You may log in to your FACTS user account to review the status of your application. Please allow 2 weeks processing time before inquiring further about receipt and/or status of the uploaded documents. Application deadlines are set by the institution awarding the aid. If you are applying after the deadline, contact your school to ensure that your application will be accepted.

A non-refundable application fee may be required before your application will be submitted.

**NOTE:** Award decisions are made by the institution providing the financial aid, not FACTS.

## Information to know/have ready to complete application

1. Student Information (You will enter information for **all** students attending a tuition charging school)
  - Student Social Security Number
  - Student Date of Birth
  - How much your ability to pay tuition for each student **annually**
  - Amount of tuition support outside of child support custodial required of non-custodial parent.
2. Adjusted Gross Income for Applicant and/or Co applicant from most recent Federal Income tax return.
3. Nontaxable Income amount received & frequency of:
  - Child Support
  - Temporary assistance for needy families (TANF)
  - Welfare
  - Supplemental Nutrition Assistance Program (SNAP)
  - Tuition Support from friends/relatives/employers
  - Workers' Compensation
  - Housing Allowance (Military, Religious, Parsonage, etc)
  - Tax-Exempt Interest
  - Social Security (For all household members)
  - Any other Nontaxable income received
4. If you expect a decrease in income, you will need to provide reasons why and anticipated income
5. Monthly Expenses
  - Rent/Mortgage Payment (include principal, interest, taxes, and home insurance)
  - 2<sup>nd</sup> home Mortgage Payment
  - Monthly Home equity Loan payments
  - Year, make/model and monthly payment for all vehicles leased or owned, including those that don't have a monthly payment. Do not include vehicle insurance expense.
  - Total Credit Card Debt & minimum amounts due on statements
  - Student Loan payments for family members no longer attending college
  - Other monthly loan payments (do not include cell phone, utilities, or other living expenses)
  - Child Support payments
  - Health insurance premiums paid per month, amount and how it is paid (pre-tax payroll, direct to insurance company, etc)
6. Annual/Yearly Expenses
  - Vehicle Insurance
  - Out-of-pocket medical expenses not paid by insurance
  - Charitable contributions
  - Number of family members attending college in fall, and your total out of pocket cost
  - Number of children you pay child/day care expenses beginning in fall, and annual expected cost
  - Number of people for whom you pay elder care expenses, and total expected cost
7. Assets
  - Value of cash, savings, and/or checking accounts
  - Value of stocks, bond investments, mutual funds, and/or certificates of deposit
  - Value of all 529 plan accounts and expected annual contribution to 529 plan account
  - Value of all retirement plan assets and expected annual contribution to retirement plan
  - Estimated value & amount owed on your home
  - Estimated value & amount owed on your second home